



Ministry  
of Defence

**Mrs J Gardner**  
Procurement Officer

Babcock DSG Ltd  
Land, Building B15  
Babcock International Group  
Donnington, Telford TF2 8JT

Tel: 01952 673981  
Email: Julie.Gardner@babcockinternational.com

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Repaircraft PLC  
The Common  
Cranleigh  
Surrey  
GU6 8LU

Your Reference:

Our Reference:  
IRM17/4813  
Date: 24 Oct 2017

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Dear Mr A Stainton,

**Contract Number IRM17/4813 for the Supply of Light Gun 105mm spares**

1. The Authority hereby accepts your Tender dated 27th March 2017.
2. For your convenience, the Terms and Conditions of the Contract which will result from this acceptance are attached.
3. Instructions are being sent to the authorised demander telling them that they may proceed to place orders for items shown in the Schedule of Requirements with the effect from the date of this acknowledgement. Instructions have also been sent to make a one-off payment to your company of £1.00 in order to create a legally enforceable obligation on your part to keep open your offer for the entire duration of the Contract.
4. Payment will be made in accordance with the attached Terms and Conditions.
5. Please acknowledge this by completing sections B and C in the table overleaf, signing both copies of this letter at section B and returning one to the address above.

Yours sincerely,

Jonathan Lainchbury  
SPC, Head of Commercial  
Acting as the Authority's agent

DOCUMENT CLASSIFICATION

Offer and Acceptance																					
<p><b>Section A) Acceptance</b></p> <p>Acceptance of Contract IRM17/4813 constitutes acceptance by the Authority of the Contractor's tender [insert reference] for the supplier to supply the Deliverables.</p> <p>Signed by: </p> <p>Name (Block Capitals): J LAINCHBURY</p> <p>Position: SPC, Head of Commercial</p> <p>For and on behalf of the Authority</p> <p>Authorised Signatory .....</p> <p>Date<sup>1</sup>: 24/10/2017</p>	<p><b>Section B) Confirmation of Receipt</b></p> <p>I acknowledge receipt of the Department's contract letter no. IRM17/4813.</p> <p>Signed by:</p> <p>Name (Block Capitals):</p> <p>Position:</p> <p>For and on behalf of</p> <p>Authorised Signatory .....</p> <p>Date:</p>																				
<p><b>Section C) Tier 1 Sub-Contractor data:<sup>2</sup></b></p> <table border="0"> <tr> <td>Name .....</td> <td>value of work (£ ex VAT) .....</td> <td>Location Of work.....</td> <td>SME ... Yes / No</td> </tr> <tr> <td>Name .....</td> <td>value of work (£ ex VAT) .....</td> <td>Location Of work.....</td> <td>SME ... Yes / No</td> </tr> <tr> <td>Name .....</td> <td>value of work (£ ex VAT) .....</td> <td>Location Of work.....</td> <td>SME ... Yes / No</td> </tr> <tr> <td>Name .....</td> <td>value of work (£ ex VAT) .....</td> <td>Location Of work.....</td> <td>SME ... Yes / No</td> </tr> <tr> <td>Name .....</td> <td>value of work (£ ex VAT) .....</td> <td>Location Of work.....</td> <td>SME ... Yes / No</td> </tr> </table>		Name .....	value of work (£ ex VAT) .....	Location Of work.....	SME ... Yes / No	Name .....	value of work (£ ex VAT) .....	Location Of work.....	SME ... Yes / No	Name .....	value of work (£ ex VAT) .....	Location Of work.....	SME ... Yes / No	Name .....	value of work (£ ex VAT) .....	Location Of work.....	SME ... Yes / No	Name .....	value of work (£ ex VAT) .....	Location Of work.....	SME ... Yes / No
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<sup>1</sup> The date of unqualified acceptance by signature is the effective date of the contract

<sup>2</sup> The MOD is required to report to the Government any spend with Small and Medium-sized Enterprises (SMEs) including sub-contractors (Tier 1). SMEs are defined by the EU on [http://ec.europa.eu/enterprise/policies/sme/facts-figures-analysis/sme-definition/index\\_en.htm](http://ec.europa.eu/enterprise/policies/sme/facts-figures-analysis/sme-definition/index_en.htm)

**Please reply to the Commercial Branch named in the heading quoting the Contract Number on all correspondence.**