





Your ref:

Our ref: ecm_60807 Date: 05/03/2021

Dear _____,

Award of contract for the Acquisition of Weed Boats and Amphibious Weed Harvesters Lots 1 and 3.

Following your tender for the Acquisition of Weed Boats and Amphibious Weed Harvesters to Defra Group Fleet Services (DGFS), we are pleased to award this contract to you.

For the purposes of the Agreement, the Authority and the Supplier agree as follows:

1. The goods shall be provided at the Supplier's premises:



2. The charges for the Goods shall be as set out in Annex 2, the Supplier's tender dated ______.



3.	The specification of the Goods to be supplied is as set out in Annex 3, the Supplier's tender dated
4.	The Term shall commence on 15/03/2021 and the Expiry Date shall be 14/03/2023
5.	The Goods shall be Delivered in accordance with the following instructions: Delivery Address
	Date of Delivery
	Additional Delivery Instructions:

6. The address for notices of the Parties are:

Authority	Supplier
Attention: Fleet Operations Manager	
	Attention: Account Manager
Email:	Email:

7. The following persons are Key Personnel for the purposes of the Agreement:

Name	Title
	Fleet Operations Manager
	Account Manager

8.	The Auth	ority	/ ma	ıy requ	ıire t	the	Supplier	to	ensure	that	any	person	employed	l in	the
	provision	of	the	goods	has	un	dertaken	а	Disclos	sure	and	Barring	Service	che	eck.
	The														a

conviction that is relevant to the nature of the goods, relevant to the work of the Authority, or is of a type otherwise advised by the Authority (each such conviction a "Relevant Conviction"), or is found by the Supplier to have a Relevant Conviction (whether as a result of a police check, a Disclosure and Barring Service check or otherwise) is employed or engaged in the provision of any part of the goods.

Payment

Our preference is for all invoices to be sent electronically, quoting a valid purchase order
number (PO Number), to Alternatively you may post
to Within 10 working days of receipt of your
countersigned copy of this letter, we will send you a unique PO Number. You must be in
receipt of a valid PO Number before submitting an invoice.
To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, PO Number item number (if applicable) and the details (name and
telephone number) of your Authority contact (i.e. Contract Manager). Non-compliant
invoices will be sent back to you, which may lead to a delay in payment. If you have a
query regarding an outstanding payment please contact our
either by email to or by telephone or by telephone
between 09:00-17:00 Monday to Friday.
Liaison
For general liaison your contact will continue to be
or,
We thank you for your co-operation to date and look forward to forging a successful
working relationship resulting in a smooth and successful delivery of the goods. The
Authority would be grateful if you could arrange the contract to be executed, by way of
electronic signature, on behalf of and within 7 days by 11/03/2021.
Yours faithfully,
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Execution of this award notification letter is carried out in accordance with EU Directive 99/93 (Community framework for electronic signatures) and the Electronic Communications Act 2000. The Contract will be formed on the date on which both Parties communicate acceptance of its terms on the Authority's eSourcing System.

Signed for and on behalf of Defra Group Commercial

Name: Head of Corporate Services, Defra Group Commercial	Name: (Procurement)		
Signature:	Signature:		
Date:	Date:		

We accept the terms set out in this Award letter and the annexed Conditions.

Signed for and on behalf of	
Name: [insert_name] [insert_job_title]	
Signature:	Date:

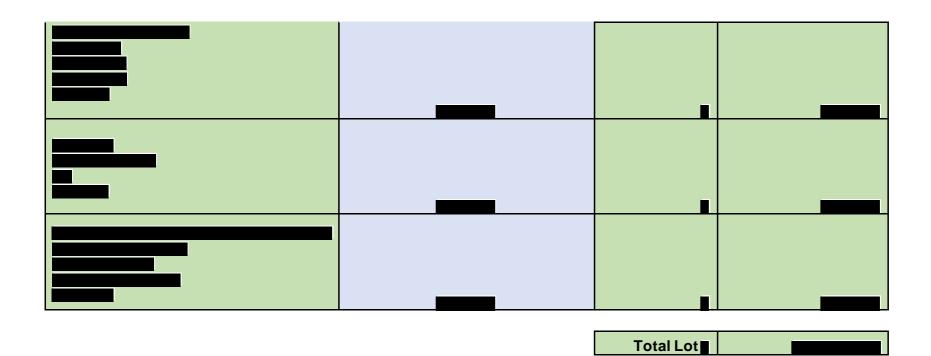
Annex 1

Terms and Conditions



Asset Description LOT 1	Price* (£)	Weighting	Evaluated Price
Asset Description LOT 1	Price* (£)		
LOT 1 Delivery charges- For evaluation		I	
purposes only please provide the cost per asset to deliver as per the specification to the following locations-	Price (£)		





Annex 3

Authority and Supplier Specifications of services



