



Ministry  
of Defence

**Lorna Callun MCIPS**  
Senior Commercial Manager  
Defence Food and Fuel Services  
Elm 2C, #4233, NH4  
MOD Abbey Wood  
Bristol, BS34 8JH



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World Fuel Services Europe Ltd  
Portland House  
Bressenden Place  
London  
SW1E 5BH

FAO: Mr Paul Belk

Please reply to:

Peter Astley  
[descommodities-comrcl-  
fuel@mod.uk](mailto:descommodities-comrcl-fuel@mod.uk)

Tel: 030 679 83521  
Our Reference:  
DFFS/5012/0047  
Date:  
17 August 2015

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Dear Sirs,

**OFFER OF CONTRACT DFFS/5012/0047- BULK FUELS ACQUISITION FRAMEWORK AGREEMENT- SUPPLY OF JP-5 DDP TO SINGAPORE.**

**Reference:**

1. You are hereby informed of the Department's Offer and you are invited to accept the Offer of Contract, in accordance with Framework Agreement DFFS/5012, the attached Schedule of Requirements and Annex A, which details any special conditions specific to this Contract.
2. If you wish to accept this offer, please complete and sign two copies of the DEFFORM 10 returning one copy by post to the point of contact detailed above within 2 working days of the date of this Offer (please send a copy by email and the original in the post). Your acceptance of the Department's offer must be unqualified. If you do not accept the Department's offer within the period specified, then the Department's offer will lapse.
3. All terms and conditions of the overarching Framework Agreement DFFS/5012 shall apply as shall the special terms and conditions attached at Annex A.
4. No contract will come into existence until you have accepted the Department's offer in accordance with paragraph 2 above. Accordingly, prior to your unconditional acceptance of this offer, the Department shall not be responsible in any way whatsoever for any:
  - a. work undertaken by you; or
  - b. any costs incurred by you.
5. When you have accepted the Department's offer in accordance with paragraph 2 above, you must proceed with the performance of the Contract.
6. Nothing contained in this Offer and in the attached Schedule shall be construed as notifying or implying acceptance by the Department of any estimated or suggested price or of any condition

of contract which may have been referred to orally or in writing in any previous discussion or correspondence.

Yours faithfully

Lorna Callun  
Senior Commercial Manager

<b>Supplier:</b>  <b>World Fuel Services Europe Ltd</b>	<b>MINISTRY OF DEFENCE</b>  SCHEDULE OF REQUIREMENTS FOR THE SUPPLY OF JP-5 DDP TO SINGAPORE	Contract No: DFFS/5012/0047
Issued with: Offer of Contract Letter on: 17 August 2015		

**Table 1 - Items**

Item No	Description	Estimated Annual Volume m <sup>3</sup>	Firm Price
1	JP-5, US MIL-DTL-5624.	14,000m <sup>3</sup>	SEE ANNEX A

**Table 2 - Packaging Requirements**

Item No	Packaging Spec/Special Markings etc
	N/A

**Table 3 – Delivery Period**

Item No	Start	Rate	Finish	CONDITIONS OF CONTRACT This contract is subject to the terms and conditions of Framework Agreement DFFS/5012 and the attached Special Conditions at Annex A
Main Contract Period				
1	08:00 on 28 September 2015	As Authorised Demand Orders	23:59 on 2 October 2015	
Option Period				
1	N/A	As Authorised Demand Orders	N/A	

ANNEX A TO SCHEDULE OF REQUIREMENTS DFFS/5012/0047

**1. Duration of the Contract**

Supply and Delivery of the product detailed in the Schedule of Requirements (SOR) shall take place during the period as follows: Vessel must declare NOR after 08:00 LT on 28 September 2015 and discharge operation must be complete before 23:59 LT on 2 October 2015.

**2. Pricing Mechanism**

The Pricing Mechanism shall be the average of the mean of the quotations published by the Platts Marketscan under the heading FOB Singapore Kerosene, Code PJABF00, 5 days centred around the Bill of Lading date (2 days before, B/L date and 2 days after). In the event that the Bill of Lading is a Saturday, the 5 days shall be Wed, Thur, Fri, Mon, Tue. If the Bill of Lading is a Sunday, the 5 days shall be Thur, Fri, Mon, Tue, Wed. In the event that the Bill of Lading is a Bank Holiday, the 5 days shall be the published 2 days prior to loading and published 3 days after loading

The premium stated at para 3 below shall apply.

**3. Pricing Schedule:**

**Main Contract Period**

Item	Product and Delivery Location	Dates	Premium US\$/m <sup>3</sup>
1	14,000m <sup>3</sup> (+/-2% tolerance) of JP-5, US MIL-DTL-5624 DDP to Sembawang, Singapore.	28 September – 2 October 2015	[PRICE REDACTED – COMERCIALY SENSITIVE]

**4. Payment**

Payment shall be made for work authorised and satisfactorily completed against the Contract under the terms of the Framework Agreement.

Please note that the Early Payment Discount shall apply to this requirement.

**5. Invoicing**

Invoices for the supply of JP-5 shall be submitted in accordance with Clause 13 of the Framework Agreement.

**7. Delivery**

Delivery requirements are detailed at Appendix 2 to Annex B of the Framework Agreement

## Appendix - Addresses and Other Information

### 1. Commercial Officer

DESCommodities-Comrcl-Fuel1  
Defence Fuel & Food Services  
Elm 2C, #4233, NH4  
Abbey Wood, Bristol,  
BS34 8JH

Telephone: 030 679 83562

Email: [DESCommodities-Comrcl-Fuel1@mod.uk](mailto:DESCommodities-Comrcl-Fuel1@mod.uk)

### 2. Project Manager, Equipment Support Manager or PT Leader (from whom technical information is available)

DES LCS-LC-DFFS-BCMT1  
Defence Fuels Team  
Elm 2C, #4233, NH4  
Abbey Wood, Bristol,  
BS34 8JH

Telephone: 030 679 33790

Email: [DESLCS-LC-DFFS-BCMT1@mod.uk](mailto:DESLCS-LC-DFFS-BCMT1@mod.uk)

### 3. Packaging Design Authority

(Where no address is shown please contact the Project Team in Box 2)

### 4. (a) Supply/Support Management Branch or Order Manager:

Tel No:

#### (b) U.I.N.

Aviation Fuel: D4819A

Marine Fuel: N6154B

Ground Fuel: D4819B

### 5. Drawings/Specifications are available from

### 6. For contracts containing DEFCON 5, mauve Copies of MOD Form 640 are to be sent to

(where no address is shown the mauve copy should be destroyed)

### 7. Quality Assurance Representative:

Commercial staff are reminded that all Quality Assurance requirements should be listed under the General Contract Conditions.

**AQAPS** and **DEF STANs** are available from Stan 1, Kentigern House, 65 Brown St, Glasgow, G2 8EX. A self addressed label should be sent with each application. Website is: [www.dstan.mod.uk](http://www.dstan.mod.uk)

### 8. Public Accounting Authority

1. Returns under DEFCON 694 (or SC equivalent) should be sent to DBS Finance ADMT – Assets In Industry 1, Level 4 Piccadilly Gate, Store Street, Manchester, M1 2WD ☎ 44 (0) 161 233 5397

2. For all other enquiries contact DES Fin FA-AMET Policy, Level 4 Piccadilly Gate, Store Street, Manchester, M1 2WD ☎ 44 (0) 161 233 5394

### 9. Consignment Instructions

The items are to be consigned as follows:

### 10. Transport. The appropriate Ministry of Defence Transport Offices are:

**A. DSCOM.** DE&S, DSCOM, MoD Abbey Wood, Cedar 3c, Mail Point 3351, BRISTOL BS34 8JH

Air Freight Centre

IMPORTS ☎ 030 679 81113 / 81114 Fax 0117 913 8943

EXPORTS ☎ 030 679 81113 / 81114 Fax 0117 913 8943

Surface Freight Centre

IMPORTS ☎ 030 679 81129 / 81133 / 81138 Fax 0117 913 8946

EXPORTS ☎ 030 679 81129 / 81133 / 81138 Fax 0117 913 8946

#### B. JSCS

JSCS Helpdesk No. 01869 256052 (select option 2, then option 3)

JSCS Fax No. 01869 256837

[www.freightcollection.com](http://www.freightcollection.com)

### 11. The Invoice Paying Authority (see Note 1)

Ministry of Defence ☎ 0151-242-2000

DBS Finance

Walker House, Exchange Flags

Fax: 0151-242-

2809

Liverpool, L2 3YL

**Website is:**

<https://www.gov.uk/government/organisations/ministry-of-defence/about/procurement#invoice-processing>

### 12. Forms and Documentation are available through\*:

Ministry of Defence, Forms and Pubs Commodity Management  
PO Box 2, Building C16, C Site

Lower Arcott

Bicester, OX25 1LP (Tel. 01869 256197 Fax: 01869 256824)

**Applications via fax or email:** [DESLCSLS-](mailto:DESLCSLS-OpsFormsandPubs@mod.uk)

[OpsFormsandPubs@mod.uk](mailto:OpsFormsandPubs@mod.uk)

### NOTES

**1. Forms.** Hard copies, including MOD Form 640 are available from address in Box 12., All other invoicing forms e.g. AG Forms 169 and 173, are available from the website address shown at Box 11.

**2.\* Many DEFCONs and DEFFORMs** can be obtained from the MOD Internet Site:

<https://www.aof.mod.uk/aofcontent/tactical/toolkit/index.htm>

For Official Use Only

Recoverable

YES

NO

Finance Branch

DFFS

Issue of Government Property      YES       NO

RAC / LPC No / Project No      DFG125 / S900574900

VAT Contractor - Country of Origin (delete those not applicable)

Requisition No      DFFS/5012/0047

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Project Management/ Production branch reference

If EC specify country:

Place of manufacture

Outside the scope	<input type="checkbox"/>	Item Nos	<input type="text"/>
Exempt	<input checked="" type="checkbox"/>	Item Nos	<input type="text"/>
Taxable Zero Rate	<input type="checkbox"/>	Item Nos	<input type="text"/>
Taxable - Standard Rate	<input type="checkbox"/>	Item Nos	<input type="text"/>

Place of packaging

Contractor's Tel No

(where a contract is with an overseas contractor JSP 916 should be consulted)