

Our ref: TMTii 40

IBI Group (UK) Ltd  
 One Didsbury Point  
 2 The Avenue  
 Manchester  
 M20 2EY

Neil Widdop  
 Procurement Delivery  
 Temple Quay House  
 2 The Square  
 Bristol  
 BS1 6HA

Direct Line: [REDACTED]

28 November 2017

Dear Colin Wilson

### **TMTii 40 - Asset Data Collection in Support of Asset Delivery Contracts**

On behalf of Highways England Company Limited, I accept your submission dated 21 September 2017 for the above Call off Agreement.

This letter and the documents listed below (in no order of precedence) form a binding contract between the Highways England Company Limited and yourselves:

1	RM RM1089 CCS Framework Agreement
2	TMTii 40 Call Off Agreement V2 ( <i>Tender Amendment 1b</i> )
3	NEC 3 – Engineering & Construction Contract
4	TMTii 40 – Collaborative Performance Framework v3
5	TMTii 40 – ECC Works Information V2 ( <i>Tender Amendment 1a</i> )
6	Highways England Baseline Personnel Security Standard (BPSS) guidance
7	Highways England Data Handling Policy
8	9.1.9 UK Travel and Subsistence Allowances at a Glance
9	Chapter 9A Travel and Subsistence Policies
10	Chapter 9C Travel and Subsistence Guidance
11	TMTii 40 - Secondary Competition Q&A v2 (19 September 2017) (Final Version) which included the following Tender Amendments:  TA 1a – Amended Works Information (V2) TA 1b – Amended RfQ (V2)
12	IBI's Submission comprising of:  a) completed Anti-Collusion Certificate - Question Section on Bravo b) completed Fair Payment Charter - Question Section on Bravo c) completed Anti-Fraud Code of Conduct - Question Section on Bravo d) completed Quotation declarations - Question Section on Bravo e) TMTii40_IBI_Annex B - Methodology Statement_v1_21Sep17 f) TMTii40_IBI_Annex D - Form of Risk Register_v1_21Sep17 g) TMTii40_IBI_Annex G - Key People Schedule_v1_21Sep17 h) TMTii40_IBI_CVs i) TMTii40_IBI_SQQ_Project_Management_Schedule_v1_21Sep17 j) TMTii40_IBI_Insurance Statement k) TMTii40_IBI_Activity_Schedule_v1.0_21Sep17

	l) TMTii40_IBI_ContractDataPart2_21Sep17
13	Tender Assessment Period communications: <ul style="list-style-type: none"><li>Highways England's Evidence of Insurance check dated 15/11/17; and IBI's response</li></ul>

The initial contract value is £836,306.30. Any additional requirements will be executed in accordance with the Call Off Agreement

The operative period of the contract will be from the date of this letter to 31 March 2018.

Invoices should be forwarded direct to:

Highways England  
FS Payments  
The Cube  
199 Wharfside Street  
Birmingham  
B1 1RN

Quoting the contract reference number **TMTii 40**, the appropriate Project Identification Number, the appropriate BPA and cost centre numbers (*to be provided by the Service Manager*).

**ACTION NOW REQUIRED:**

- Please confirm receipt and understanding of this letter.

Upon receipt of this letter please contact the Service Manager, Christopher Batey [REDACTED] to discuss arrangements for commencement of the Contract.

You must treat this letter in confidence until Highways England makes a public announcement. If you are planning to issue a press release regarding this Contract please seek approval from Highways England prior to publication. Press notice enquiries should be directed to the Highways England Press Office, 0844 693 1448, [PressOffice@highwaysengland.co.uk](mailto:PressOffice@highwaysengland.co.uk).

Lee Bryant will be in touch with you shortly regarding the completion of the TMTii 40 – Call Off Agreement

Yours sincerely

**Neil Widdop**  
Procurement Delivery Lead