



Department for Transport

FRAMEWORK SCHEDULE 4: LETTER OF APPOINTMENT AND CALL-OFF TERMS

Part 1: Letter of Appointment

Dear Sirs,

This letter of Appointment is issued in accordance with the provisions of the Framework Agreement (RM3796) between The Department for Transport and the Agency dated **30th December 2020**.

Capitalised terms and expressions used in this letter have the same meanings as in the Call-Off Terms unless the context otherwise requires.

Order Number:	TMAR3051
From:	The Department for Transport, Great Minster House, Horseferry Road, London, UK ("Client")
To:	Pukka Films Ltd. ("Agent")

Effective Date:	29 th December 2020
Expiry Date:	End date of Initial Period 31/07/2021 End date of Maximum Extension Period 31/10/2021 Minimum written notice to Agency in respect of extension: 2 weeks.

Relevant Lot:	9
Services required:	Set out in Section 2 (Services offered) and refined by: the Client's Brief attached at Annex A and the Agency's Proposal attached at Annex B.
Statement of Work	The Statement of Work is attached at Annex C and no further Statements of Work shall be entered into.

Key Individuals:	<div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>
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Call Off Contract Charges (including any applicable discount(s), but excluding VAT):	£259,795.50 <div></div>
Liability	Agency Liability: see clause 18.3 of Call Off Contract Client Liability: see clause 18.5 of Call Off Contract
Client billing address for invoicing:	<i>Shared Services arvato,</i> <i>5 Sandringham Park,</i> <i>Swansea Vale,</i> <i>Swansea</i> <i>SA7 0EA</i>
GDPR	N/A
Alternative and/or additional provisions:	N/A

FORMATION OF CALL OFF CONTRACT

BY SIGNING AND RETURNING THIS LETTER OF APPOINTMENT (which may be done by electronic means) the Agency agrees to enter a Call-Off Contract with the Client to provide the Services in accordance with the terms of this letter and the Call-Off Terms.

The Parties hereby acknowledge and agree that they have read this letter and the Call-Off Terms. The Parties hereby acknowledge and agree that this Call-Off Contract shall be formed when the Client acknowledges (which may be done by electronic means) the receipt of the signed copy of this letter from the Agency within two (2) Working Days from such receipt.

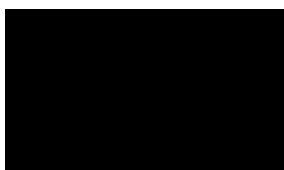
For and on behalf of the Agency:

For and on behalf of the Client:

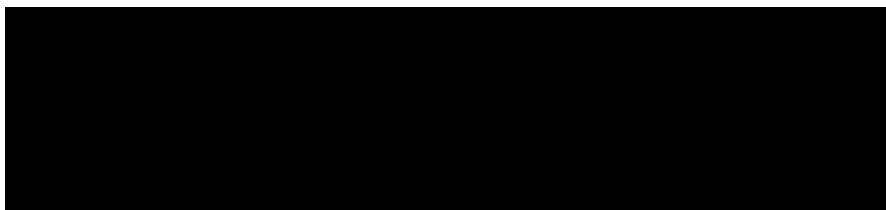
Date: 30/12/2020

Date: 30/12/2020

ANNEX A



ANNEX B
Agency Proposal



ANNEX C
Statement of Works



Part 2: Call-Off Terms

