

Ministry of Defence

Acceptance of Offer of Contract

To: **REDACTED**

We acknowledge receipt of your Authority's Letter of Offer, reference 702193450 dated 20 December 2021, with associated documents and confirm that we accept the offer contained therein. We understand that by accepting the Authority's offer, we are entering into a legally binding Contract. We agree that any other terms and conditions or any general reservations, which may be printed on any of our correspondence in connection with this work, shall not be applicable to the Contract. We confirm that we are proceeding with the work.

We agree that the Contract shall be subject to English Law (DEFCONs 529 and 530) unless we tick a preference for Scots Law (DEFCONs 529a and 530a).

Offer and Acceptance																					
A) Offer Contract 702193450 constitutes an offer by the Authority for the supplier to supply the Deliverables. This is open for acceptance by the supplier until 06 January 2022 . By signing below the Contractor agrees to be bound by the attached Contract terms and conditions. Signed by: *REDACTED* Name (Block Capitals): *REDACTED* Position: **REDACTED** For and on behalf of the Authority Authorised Signatory: *REDACTED* Date: 20 December 2021	B) Acceptance of Offer of Contract I acknowledge receipt of the Authority's Contract letter reference 702193450 . I confirm that I accept the Offer it contains and agree to be bound by its terms. Signed by: *REDACTED* Name (Block Capitals): *REDACTED* Position: **REDACTED** For and on behalf of Capita Business Services Limited Authorised Signatory: *REDACTED* Date ¹ : 20 December 2021																				
C) Scots law to apply Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>																					
D) Tier 1 Sub-Contractor data: ² <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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¹ The date of unqualified acceptance by signature is the effective date of the Contract

² 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/growth/smes/business-friendly-environment/sme-definition/>