



UK Health  
Security  
Agency

10 South Colonnade  
London  
E14 4PU

Allianz Engineering  
57 Ladymead  
Guildford  
Surrey  
GU1 1DB

Attn: [REDACTED]

By email to: [REDACTED]

Date: 26<sup>th</sup> October 2023  
Our ref: C202596

Dear [REDACTED]

We are pleased confirm our intention to award the Competent Body Services at Porton Contract to Allianz Engineering.

The attached Order Form and Allianz Terms and Conditions set out the terms of the Contract between the UK Health Security Agency and Allianz Engineering for the provision of the Deliverables set out in the Order Form.

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 Deliverables. Please confirm your acceptance of this Contract by signing and returning the Contract via DocuSign within 7 days from the date of the Order Form. No other form of acknowledgement will be accepted. Please remember to include the reference number above in any future communications relating to this Contract.

Yours faithfully,

[REDACTED]

UK Health Security Agency

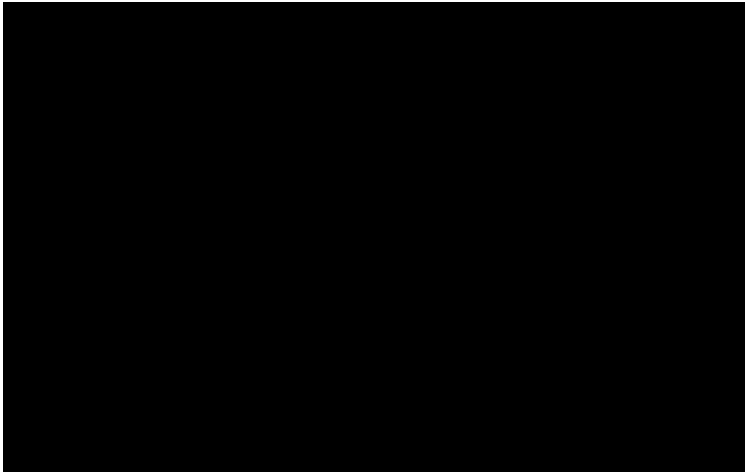
**Order Form**

<b>1. Contract Reference</b>	C202596	
<b>2. Buyer</b>	<div style="background-color: black; width: 100px; height: 1.2em; margin-bottom: 5px;"></div> Complex Programmes UK Health Security Agency	
<b>3. Supplier</b>	Allianz Engineering 57 Ladymead Guildford Surrey GU1 1DB	
<b>4. The Contract</b>	This Contract between the Buyer and the Supplier is for the supply of Competent Body Services at Porton.	
<b>5. Deliverables</b>	<b>Goods</b>	N/A
	<b>Services</b>	Description: as set out in Section 6 – Specification.  To be performed at Porton Down, Salisbury Wiltshire, SP4 0JG
<b>6. Specification</b>	The purpose of this contract is for Competent Body Services provided by Allianz.  These services include:  <ol style="list-style-type: none"> <li>1) Pressure systems written schemes – maintain and updating the steam and compressed air written schemes for UKHSA Porton.</li> <li>2) NDT (non destructive testing) – there is a requirement to have all welds 100% tested on steam pipework at UKHSA Porton</li> <li>3) Competent person services – reviewing weld files, attending meetings, overseeing steam commissioning, checking systems, checking steam/ compressed air design.</li> </ol>	
<b>7. Start Date</b>	26 <sup>th</sup> October 2023	
<b>8. Expiry Date</b>	31 <sup>st</sup> March 2024	

<b>9. Extension Period</b>	Not Applicable
<b>10. Optional Intellectual Property Rights ("IPR") Clauses</b>	Not applicable
<b>11. Charges</b>	Quotations provided by Allianz based on 2023/2024 rates
<b>12. Payment</b>	<p>Payment of undisputed invoices will be made within 30 days of receipt of invoice, which must be submitted promptly by the Supplier.</p> <p>All invoices must be sent, quoting a valid Purchase Order Number (PO Number), to: Payables@ukhsa.gov.uk.</p> <p>Within <b>10 Working Days</b> of receipt of your countersigned copy of this Order Form, we will send you a unique PO Number. You must be in receipt of a valid PO Number before submitting an invoice.</p> <p>To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, item number (if applicable) and the details (name, email, and telephone number) of your Buyer contact (i.e. Buyer Authorised Representative). Non-compliant invoices may be sent back to you, which may lead to a delay in payment.</p> <p>Payments will be made to:</p> <div style="background-color: black; height: 40px; width: 100%;"></div> <p>If you have a query regarding an outstanding payment please contact our Accounts Payable team either by email to: Payables@ukhsa.gov.uk.</p>
<b>13. Liability</b>	The Inspection Company's liability under or in connection with this Contract, whether arising in contract, tort, negligence, breach of statutory duty or otherwise, shall not exceed the sum of £5,000,000 (five million pounds).
<b>14. Progress Meetings and Progress Reports</b>	The Supplier shall provide the Buyer with progress reports every month

<b>15. Buyer Authorised Representative(s)</b>	For general liaison your contact will continue to be <div style="background-color: black; width: 150px; height: 20px; margin-bottom: 10px;"></div> or, in their absence, <div style="background-color: black; width: 180px; height: 20px; margin-bottom: 10px;"></div>		
<b>16. Supplier Authorised Representative(s)</b>	For general liaison your contact will continue to be <div style="background-color: black; width: 150px; height: 20px; margin-bottom: 10px;"></div>		
<b>17. Address for notices</b>	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <b>Buyer:</b>             10 South Colonnade            London            E14 4PU             Attention: <div style="background-color: black; width: 100px; height: 15px; display: inline-block;"></div>             Email: <div style="background-color: black; width: 180px; height: 15px; display: inline-block;"></div> </td> <td style="width: 50%; vertical-align: top;"> <b>Supplier:</b>             57 Ladymead            Guildford            Surrey            GU1 1DB             Attention: <div style="background-color: black; width: 100px; height: 15px; display: inline-block;"></div>             Email: <div style="background-color: black; width: 180px; height: 15px; display: inline-block;"></div> </td> </tr> </table>	<b>Buyer:</b>  10 South Colonnade London E14 4PU  Attention: <div style="background-color: black; width: 100px; height: 15px; display: inline-block;"></div>  Email: <div style="background-color: black; width: 180px; height: 15px; display: inline-block;"></div>	<b>Supplier:</b>  57 Ladymead Guildford Surrey GU1 1DB  Attention: <div style="background-color: black; width: 100px; height: 15px; display: inline-block;"></div>  Email: <div style="background-color: black; width: 180px; height: 15px; display: inline-block;"></div>
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<b>18. Key Staff</b>	<b>Key Staff Role: Commercial Contracts Coordinator</b> <b>Key Staff Name:</b> <div style="background-color: black; width: 120px; height: 15px; display: inline-block;"></div> <b>Contact Details:</b> <div style="background-color: black; width: 220px; height: 15px; display: inline-block;"></div>		
<b>19. Procedures and Policies</b>	For the purposes of the Contract the:  The Buyer's health and safety policy is: Attached as Annex 1		

Signed for and on behalf of the **Buyer**



Signed for and on behalf of the **Supplier**

