

DPS FRAMEWORK SCHEDULE 4: LETTER OF APPOINTMENT AND CONTRACT TERMS

Part 1: Letter of Appointment

Commercial Directorate

Ralli Quays
3 Stanley Street
Salford
Manchester
M60 9LA

Dear Madam,

Letter of Appointment

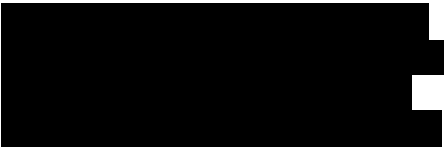
This letter of Appointment dated 27.01.2021, is issued in accordance with the provisions of the DPS Agreement (RM6018) between CCS and the Supplier.


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

Order Number:	SR512832048
From:	HM Revenue and Customs ("Customer")
To:	IPSOS Market IPSOS Market & Opinion Research International Ltd (t/a Ipsos Mori) ("Supplier")

Effective Date:	26.01.21
Expiry Date:	End date of Initial Period 15 th of October 2021 End date of Maximum Extension Period 15 th April 2022 Minimum written notice to Supplier in respect of extension: 30 days

Services required:	Set out in Section 2, Part B (Specification) of the DPS Agreement and refined by: <ul style="list-style-type: none">the Customer's Project ITT attached at Annex A and the Supplier's Proposal attached at Annex B.
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Key Individuals:	<u>IPSOS Mori</u>  <u>HMRC</u>
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[Guarantor(s)]	N/A

Contract Charges (including any applicable discount(s), but excluding VAT):	As covered in EA Tax Relief RM6018-Call-Off-Contract-Terms Document. Schedule 2, Contract Charges.
Insurance Requirements	<p>As covered in EA Tax Relief RM6018-Call-Off-Contract-Terms Document. Statement 19.1.</p> <p>Additional public liability insurance to cover all risks in the performance of the Contract, with a minimum limit of £1 million for each individual claim</p> <p>Additional professional indemnity insurance adequate to cover all risks in the performance of the Contract with a minimum limit of indemnity of £1 million for each individual claim</p>
Liability Requirements	N/A
Customer billing address for invoicing:	<p>HMRC Invoice Processing Centre</p> <p>PO BOX 2092,</p> <p>J Spur, Barrington Road</p> <p>Worthing, BN12 9AN</p>

GDPR	Contract Terms Schedule 7 (Processing, Personal Data and Data Subjects
Alternative and/or additional provisions (including Schedule 8(Additional clauses)):	

FORMATION OF CONTRACT

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

The Parties hereby acknowledge and agree that they have read this letter and the Contract Terms.

The Parties hereby acknowledge and agree that this Contract shall be formed when the Customer acknowledges (which may be done by electronic means) the receipt of the signed copy of this letter from the Supplier within two (2) Working Days from such receipt

For and on behalf of the Supplier:

For and on behalf of the Customer:

Name and Title: [REDACTED]

Name and Title: [REDACTED]

[REDACTED]

Signature:

Signature: [REDACTED]

[REDACTED]

Date:

Date: