



Department
for Environment
Food & Rural Affairs

Humberhead Peatlands
NNR
Bawtry Road
Hatfield Woodhouse
Doncaster
DN7 6BF

T: 03459 335577
helpline@defra.gov.uk
www.gov.uk/defra

[REDACTED]
SMUK Ltd
SMUK Workshop
Unit 3 Tamworth Logistics Park
Rowan Way
Dordon
Tamworth
B78 2FE

Your ref: Edward
Barrie
Our ref: 33783
Date: 12/11/2021

Dear Sir/Madam

Award of contract for the supply of Mobile Welfare Unit for Thorne Moors

Following your tender/proposal for the supply of a Welfare Unit for Thorne Moors to Natural England at the Humberhead Peatlands NNR, we are pleased to award this contract to you.

This letter (Award Letter) and its Annex set out the terms of the Agreement between Natural England as the Authority and SMUK Ltd] as the Supplier for the provision of the Goods. Unless the context otherwise requires, capitalised expressions used in this Award Letter have the same meanings as in the terms and conditions of contract set out in Annex 1 to this Award Letter (the "**Conditions**"). In the event of any conflict between this Award Letter and the Conditions, this Award Letter shall prevail. Please do not attach any Supplier terms and conditions to this Award Letter as they will not be accepted by the Authority and may delay conclusion of the Agreement.

For the purposes of the Agreement, the Authority and the Supplier agree as follows:

1. The Goods shall be Delivered in accordance with the following instructions:

Delivery Address

[REDACTED]



Humberhead Peatlands NNR.

Bawtry Road

Hatfield Woodhouse

Doncaster

DN7 6BF

Date of Delivery

By 15/02/2022

Packaging Instructions:

2. The charges for the Goods shall be as set out in [Annex 2 / the Supplier's tender dated 6 September 2021.
3. The specification of the Goods to be Delivered is as set out in [Annex 3 / the Supplier's tender dated 6 September 2021.
4. The address for notices of the Parties are:

| Authority | Supplier |
|---|--------------------------------|
| Natural England at Humberhead Peatlands NNR | SMUK Ltd |
| Bawtry Road | SMUK Workshop |
| Hatfield Woodhouse | Unit 3 Tamworth Logistics Park |
| Doncaster | Rowan Way |
| DN7 6BF | Dordon |
| Attention: [REDACTED] | Tamworth |
| Email: [REDACTED] | B78 2FE |
| | Attention: [REDACTED] |
| | Email: [REDACTED] |

5. The Authority may require the Supplier to ensure that any person employed in the supply of the Goods has undertaken a Disclosure and Barring Service check. The Supplier shall ensure that no person who discloses that he/she has a conviction that is relevant to the nature of the Agreement, relevant to the work of the Authority, or is of a type otherwise advised by the Authority (each such conviction a "**Relevant Conviction**"), or is found by the Supplier to have a Relevant Conviction (whether as a result of a police check, a Disclosure and Barring Service check or otherwise) is employed or engaged in the provision of any part of the supply of the Goods.

Payment

Our preference is for all invoices to be sent electronically, quoting a valid purchase order number (PO Number), Accounts Payable [redacted] Within 10 working days of receipt of your countersigned copy of this letter, we will send you a unique PO Number. You must be in receipt of a valid PO Number before submitting an invoice.

To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, PO Number item number (if applicable) and the details (name and telephone number) of your Authority contact (i.e. Contract Manager). Non-compliant invoices will be sent back to you, which may lead to a delay in payment. If you have a query regarding an outstanding payment please contact our Accounts Payable section either by email to enquiries@gov.sscl.com or by telephone 0845 603 7262 between 09:00-17:00 Monday to Friday.

Liaison

For general liaison your contact will continue to be [redacted] in their absence, [redacted]
[redacted]

We thank you for your co-operation to date, and look forward to forging a successful working relationship resulting in a smooth and successful supply of the Goods. The [Authority] would be grateful if you could arrange the contract to be executed, by way of electronic signature, on behalf of SMUK and by 19 November 2021.

Please confirm your acceptance of the award of this contract by signing and returning the enclosed copy of this letter to [redacted] the above address by 19 November 2021. No other form of acknowledgement will be accepted. Please remember to quote the reference number above in any future communications relating to this contract.

You will need to register on BRAVO (it is free to do this) so we can formally award the contract on that platform when you accept this emailed award letter.

To register on the Bravo portal, click on the 'Register now' button. Guidance on how to register is available under the 'click here for details on how to register' link. All queries regarding using the system that are not answered by the guidance section should be directed to the eSourcing Helpdesk run by BravoSolution (the suppliers of the portal) who can be contacted via:

Phone: 0800 368 4850

Email: help@bravosolution.co.uk

<https://defra.bravosolution.co.uk/web/login.html>

Yours faithfully,

[Redacted]

Reserve Manager, Humberhead Peatlands NNR

Signed for and on behalf of Natural England

| | |
|------------------------|--------------------------------------|
| Name: [Redacted] | Name: (Procurement) |
| Signature: [Redacted] | Signature: [Redacted] |
| Date: 12 November 2021 | Date: 12 th November 2021 |

We accept the terms set out in this Award Letter and the annexed Conditions

Signed for and on behalf of SMUK Ltd

| | |
|--|---------------------------------|
| Name: [insert name] [Redacted] [insert job title] | BUSINESS DEVELOPMENT MANAGER |
| Signature: [Redacted] | [Redacted] |
| Date: 15 th Nov. 2021. | 15 th Nov 2021. |