

LETTER OF APPOINTMENT AND CONTRACT TERMS

Part 1: Letter of Appointment



Ministry of Housing,
Communities &
Local Government

Dear Sir or Madam

Letter of Appointment

This Letter of Appointment dated 21 April 2021, is issued in accordance with the provisions of the Insurance and Related Services 3 Agreement (RM6020) 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:	CPD/004/121/244
From:	Ministry of Housing, Communities and Local Government ("Customer")
To:	Aon UK Ltd ("Supplier")

Effective Date:	21 April 2021
Expiry Date:	End date of Initial Period 21 January 2022 End date of Maximum Extension Period 21 October 2022 Minimum written notice to Supplier in respect of extension: 3 months

Services required:	The Customer's Statement of Requirements attached at Annex A and the Supplier's Proposal attached at Annex B
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Key Individuals:	Refer to Annex B – Supplier Proposal
Guarantor(s)	Not Required

Contract Charges (including any applicable discount(s), but excluding VAT):	Total Estimated Price = £319,000.00 Total Anticipated Maximum Annual Price = £500,000.00
Insurance Requirements	As per the Core Contract Terms
Liability Requirements	See Clause 11 of the Contract Terms; <i>Each Party's total aggregate liability in each Contract Year under each Call-Off Contract (whether in tort, contract or otherwise) is no more than the greater of £5 million or 150% of the Estimated Yearly Charges</i>
Customer billing address for invoicing:	CP2P Team, MHCLG 4th Floor, High Trees Hillfield Road Hemel Hempstead, HP2 4XN clginvoices@communities.gov.uk

GDPR	See Clause 12 Data Protection and Joint Schedule 11 (Processing Data)
Alternative and/or additional provisions	The Customer working with the Supplier shall establish relevant KPI measurements for time and quality of programme delivery under the relevant SoWs.

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.

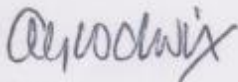
The Parties hereby acknowledge and agree that this Contract shall be formed when the Customer acknowledges (which may be done by electronic means) the receipt of the signed copy of this letter from the Supplier within two (2) Working Days from such receipt

For and on behalf of the Supplier:

Name and Title:

ALISON GOODWIN
PUBLIC SECTOR PRACTICE
LEADER

Signature:



Date:

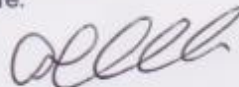
22.04.2021

For and on behalf of the Customer:

Name and Title:

CHRIS TILLY
SENIOR COMMERCIAL ADVISOR
MHCLA

Signature:



Date:

22/4/2021

ANNEX A

Statement of Requirements

As set out in the Customer's document ref "*CPD_004_121_244; Attachment 3 - Statement of Requirements – Provision of Specialist Insurance Advice and Support for MHCLG's PII Intervention*"

ANNEX B

Supplier Proposal

Part 2: Contract Terms

CPD-004-121-244_RM6020-CCS-Terms-MHCLG-AonUKLtd