



# Public Health England

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Protecting and improving the nation's health

\* Personal information redacted under Section 40 of the Freedom of Information Act.

\*\* Commercial information redacted under Section 43 of the Freedom of Information Act.

\* [REDACTED]

Amaryllis Limited  
Amaryllis Centre  
2 Elliot Drive  
Springfield Industrial Estate  
Braintree  
Essex  
CM7 2DG

12 January 2016

Dear \*

[REDACTED]

## **Invitation to Tender for: Cambridge Office Relocation Bravo Reference Number: itt\_2019**

Thank you for tendering for the above contract. The Authority has now completed its evaluation (of all the Tenders received) and writes to inform you that you have been successful.

This letter and the documents listed below form the binding contract between yourselves and the Authority.

- (i) This Agreement Letter;
- (ii) The Invitation to Tender (Bravo Reference Number itt\_2019) for Cambridge Office Relocation (with any enclosures);
- (iii) Public Health England Conditions of Contract for the Purchase of Services (issued via Bravo with this Award Letter);
- (iv) Your Tender response dated 5 January 2016;
- (v) The Authority's response to clarification against the tender documentation (via Bravo); and
- (vi) Your response to clarification questions regarding your Tender (via Bravo).

### **It is agreed that:**

1. The Contract effected by the signing of this Agreement Letter constitutes the entire Agreement between the Parties relating to the subject matter of the Contract and supersedes all prior negotiations, representations or understandings whether written or oral.
2. In this Agreement words and expressions shall have either the same meanings as are assigned to them herein or in Condition 1 of the Terms and Conditions of Contract, as appropriate.
3. The Supplier shall provide the goods and services in accordance with the Contract.
4. The Parties shall be entitled to such rights and be subject to such obligations as are imposed by the Contract.

5. The period of the Contract will commence on **13 January 2016** and terminate on **29 February 2016**;
6. The **Firm Price** for the Contract is **£12,802.32**, exclusive of Value Added Tax.
7. Suppliers must be in possession of a written Purchase Order (PO), before commencing any work under this contract. The PO number must be quoted on all invoices.

The Supplier should sign, scan and return this Agreement Letter to acknowledge the formation of the contract using the Bravo messaging facility.

On receipt of a signed copy, the Authority will arrange to add its signature and return the Agreement Letter for your file.

Please contact \* [REDACTED] and \* [REDACTED] on receipt of this Agreement Letter to organise the commencement of the work.

It is important to note that the Agreement Letter (and by implication the Contract) must be signed unaltered in any way. Any amendment without the prior written approval of the Authority will render the document void.

The Authority looks forward to working with you and your team.

#### **For the Supplier**

Signed:	[REDACTED]
Full Name:	[REDACTED]
Position:	Business Development Director
Date:	13/01/2016

#### **For: Public Health England (an Executive Agency of the Department of Health)**

Signed:	[REDACTED]
Full Name:	[REDACTED]
Position:	National Property and Programme Manager
Date:	13/01/2016