

DPS FRAMEWORK SCHEDULE 4: LETTER OF APPOINTMENT AND CONTRACT TERMS

Part 1: Letter of Appointment



Department
for Transport

Dear Sirs,

Letter of Appointment

This letter of Appointment dated 21/06/2021, 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:	TAVI3090
From:	Department for Transport ("Customer")
To:	Taylor Airey Ltd ("Supplier")

Effective Date:	21/06/2021
Expiry Date:	End date of Initial Period: 21/12/2021 End date of Maximum Extension Period: 21/06/2022 Option to extend in 6 monthly increments which will be reviewed on a month by month basis. Minimum written notice in respect of extension will be 2 weeks.

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 Specification attached at Annex A and the Supplier's Proposal attached at Annex B; and
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Key Individuals:	██████████ (Contract Manager) – Department for Transport
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	██████████ (Supplier Main Point of Contact) – Taylor Airey Ltd.
[Guarantor(s)]	N/A

Contract Charges (including any applicable discount(s), but excluding VAT):	£49,750 (exclusive of VAT).
Insurance Requirements	N/A
Liability Requirements	Suppliers limitation of Liability (Clause 18.2 of the Contract Terms);
Customer billing address for invoicing:	Accounts Payable, Shared Services Arvato, 5 Sandringham Park, Swansea Vale, Swansea SA7 0EA.

GDPR	Complete Contract Terms Schedule 7 (Processing, Personal Data and Data Subjects if GDPR is applicable at any point of the contract.
Alternative and/or additional provisions (including Schedule 8(Additional clauses)):	N/A

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.

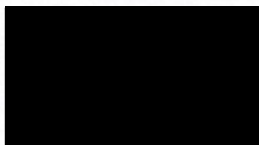
The Parties hereby acknowledge and agree that this Contract shall be formed when the Customer acknowledges (which may be done by electronic means) the receipt of the signed copy of this letter from the Supplier within two (2) Working Days from such receipt

For and on behalf of the Supplier:

Name and Title:



Signature:



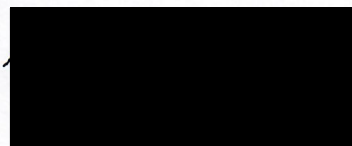
Date: 29th June 2021

For and on behalf of the Customer:

Name and Title:



Signature:

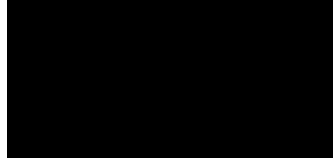


Date: 21/06/2021

ANNEX A

Customer Project Specification

To be determined by the Customer at Call for Competition stage



ANNEX B

Supplier Proposal

To be determined at Call for Competition stage



Part 2: Contract Terms

