

The Austin Company of UK Ltd  
Cardinal Point  
Park Road  
Richansworth  
Hertfordshire  
WD3 1RE

F.A.O. REDACTED  
09/09/2016

E-mail: REDACTED  
tel: REDACTED

Dear REDACTED

**Contract No:** FM16036  
**Contract Title:** UK SBS FM16036 Design of Molecular Biology Laboratory in Fajara

UK Shared Business Services Ltd ("UK SBS"), acting as agents on behalf of the *Medical Research Council Gambia* hereby award The Austin Company of UK Ltd a contract for FM16036 UK SBS Design of Molecular Biology Laboratory in Fajara, as per your quotation dated 08/06/16.

The contract shall be subject to the *NEC3 Professional Service Contract (PSC)*

The following documents constitute the entire agreement:

- Award Letter – FM16036 dated 09/09/16
- Contract Front Sheet – FM16036 dated 06/09/16
- UK SBS FM16036 Request for *Request for Proposal (RFP)*, launched 27/04/16
- *The Austin Company of UK Ltd* Submitted Proposal – referenced FM16036 dated 08/06/16
- AW4.1 *NEC3 Professional Service Contract (PSC)*
- AW5.2 Pricing Schedule – Completed and submitted by *The Austin Company of UK Ltd* on 08/06/16
- Purchase Order No. *To Be Confirmed*

### Scope of Works

The project is concerned with the design and construction of the new molecular Laboratory at the MRC The Gambia site in Fajara. In the current phase of the project we are seeking to develop a full design for tendering purposes and the establishment of a Full Business Case to request funding for the construction of the facility.

The scope does not include the review of the works, which will need to be undertaken at the Himsworth Laboratory after the molecular laboratory works have vacated into the new facility.

### Contract Price

The total Contract Price is –

***Eighty Eight Thousand Six Hundred and Fourty Five Pounds. (£88,645)***

### Key Personnel

The key contacts for work carried out under this contract are -

- **REDACTED**  
**REDACTED**  
**REDACTED**

### Purchase Order Number

The Purchase Order Number for this contract is: ***To be confirmed.***

### Invoices

Please quote Contract Reference Number *FM16036* on all subsequent correspondence.

All invoices **MUST** state the Purchase Order Number and Contract Reference Number to avoid payment delays.

All Invoices should be sent to *Medical Research Council, C/O UK Shared Business Services Ltd, Polaris House, North Star Avenue, Swindon, SN2 1EU*. An emailed copy may also be sent to [finance@uksbs.co.uk](mailto:finance@uksbs.co.uk)

Please confirm acceptance of this Contract award letter on the terms set out herewith by signing and returning the Contract Front Sheet attached.

Yours sincerely,

**REDACTED**

*Category Managers*

*Construction and FM*

UK Shared Business Services Ltd