

Calvium,  
First floor,  
Mariner House,  
62 Prince Street,  
Bristol,  
BS1 4QD

Date: 08/09/2023

Dear [REDACTED]

Ref: LUCT\_0823

Title: Market Exploration of the Land Use Choices Tool (LUCT)

I am pleased to inform you that the Environment Agency hereby accepts your tender dated 25th August 2023 in respect of the above contract. The contract shall be carried out in accordance with:

This contract award letter

Our Request for Quotation dated: 2nd August 2023

Your response received dated: 25th August 2023

The price for this contract is £25,000.

This price will remain fixed for the duration of the contract.

The contract is awarded for an initial period of 3 months, from 18th September to 29th December 2023. There are no extension options available.

A Purchase Order number will be provided in due course. We will require you to quote this number on all invoices to ensure timely payment. Invoices should be sent to:

SSCL  
Environment Agency  
PO BOX 797  
Newport  
Gwent  
NP10 8FZ

Or as a PDF to:

[apinvoices-env-u@gov.sscl.com](mailto:apinvoices-env-u@gov.sscl.com)

OFFICIAL

Invoices not containing the correct Purchase Order number will mean we are unable to process them, and they will be returned to you.

This contract will be managed on behalf of the Environment Agency by John Lancaster, phone: 07585 961402 email: john.lancaster02@environment-agency.gov.uk. The contract reference and title given above should be quoted on all correspondence.

The contract will be governed by the Conditions of Contract - Services terms and conditions as contained within the original request for quotation.

Please acknowledge receipt of this letter and confirm your acceptance by return.

Yours sincerely,

John Lancaster  
Senior Advisor, Commercial Development Team  
Email: john.lancaster02@environment-agency.gov.uk  
Telephone: 07585 961402

Receipt and acceptance of award for the above contract, as per the Environment Agency's award letter of 08/09/2023 acknowledged for supplier name by:

Name:

[REDACTED]

Signature:

[REDACTED]

Date: 8 Sep. 23