

Dr Dilshaad Bundhoo
University of Gloucestershire
Francis Close Hall Campus,
Swindon Road,
Cheltenham,
GL50 4AZ

Our ref: NC-Report-01
Date: 27/11/2024

Dear Dilshaad,

Request for Quotation for Review of Natural Capital Reporting Project

I am pleased to inform you that the Environment Agency hereby accepts your Response dated 14/11/2024 in respect of the above contract. The contract shall be carried out in accordance with:

This contract award letter
Our Request for Quotation dated: 25/10/2024
Your response received dated: 14/11/2024

The price for this contract is as follows:

Activity	Due Date	Cost
Project delivery and outputs	15/03/2025	£22,650 (excl VAT)

This price will remain fixed for the duration of the contract.
The contract is awarded for a period of 4 months.
We will provide you with the Purchase Order number.

It is our preference that all invoices are sent electronically, quoting a valid Purchase Order number to: APinvoices-ENV-U@gov.sscl.com

Alternatively, you may post to:
Shared Services Connected Limited
Environment Agency
PO Box 797
Newport
NP10 8FZ

We will require you to quote your Purchase Order number on all invoices to ensure timely payment. Invoices not containing the correct Purchase Order number will not be processed and returned to you.

The agreed terms & conditions governing this contract, as contained within the original request for quotation, shall apply to the Purchase Order.

This contract will be managed on behalf of the Environment Agency by Jed Nicholson. The contract reference and title given above should be quoted on all correspondence.

Please acknowledge receipt of this letter and confirm your acceptance by completing the box below and returning to the authority.

Yours sincerely,



Jed Nicholson
EA Natural Capital Advisor
jed.nicholson@environment-agency.gov.uk
07342 093840

Receipt and acceptance of award for the above contract, as per the EA award letter of 27/11/2024 acknowledged for supplier name by:

Name: Dr Matt Reed

Signature:

Date: 28/11/2024