

For Attention of: [REDACTED]

Our ref: [REDACTED]

Date: 30/09/2022

Dear [REDACTED]

Ref: [REDACTED]

Title: PFAS emissions - paper mills

### Request for Quotation for PFAS Emissions – Paper Mills

I am pleased to inform you that the Environment Agency hereby accepts your Response dated 05 August 2022 in respect of the above contract. The contract shall be carried out in accordance with:

This contract award letter

Our Request for Quotation including conditions of contract dated: 07 July 2022

Your response received dated: 05 August 2022

Clarification Dated: 26 August 2022

The price for this contract is a fixed price as follows:

Staff cost	59,336.14
Consumables	877.04
Travel expenses	2,336.26
Sub contracts	30,000
Total costs	92,549.44

ACTIVITY	DUE DATE	COST
Completion of sampling and analysis	19/01/23	50% of contract value
Completion of report and sign off	14/02/23	50% of contract value

These prices will remain fixed for the duration of the contract.

The contract is awarded for a period of 5 months 03/10/22 to 24/02/23.

[REDACTED] will issue you with an electronic purchase order number.

It is our preference that all invoices are sent electronically, quoting a valid Purchase Order number to [REDACTED]

Alternatively, you may post to:

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

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 [REDACTED]  
[REDACTED]

The contract reference and title given above should be quoted on all correspondence.

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

Yours sincerely

[REDACTED]  
[REDACTED]  
[REDACTED]

Receipt and acceptance of award for the above contract, as per the Environment Agency award letter of dd/mm/yyyy acknowledged for supplier name by:

Name:

Signature:

Date: