



Department for Business, Energy & Industrial Strategy

NAME: Oxford Immunotec Ltd (A trading name of Oxford Diagnostic Laboratories Ltd)

Attn: [REDACTED]

By email to: [REDACTED]

Date: 05/10/2020

Dear [REDACTED],

Award of contract for the supply of T Cell assays [REDACTED]

Following your bid for the supply of T Cell assays in an expected requirement of [REDACTED] to The Department of Business, Energy & Industrial Strategy (BEIS), we are pleased to award this contract to you.

This letter (Award Letter) and its Annexes set out the terms of the contract between BEIS as the Customer and Oxford Immunotec as the Supplier for the provision of the Services. Unless the context otherwise requires, capitalised expressions used in this Award Letter have the same meanings as in the terms and conditions of contract set out in Annex 1 to this Award Letter (the "**Conditions**"). In the event of any conflict between this Award Letter and the Conditions, this Award Letter shall prevail. Please do not attach any Supplier terms and conditions to this Award Letter as they will not be accepted by the Customer and may delay the conclusion of the Agreement.

For the purposes of the Agreement, the Customer and the Supplier agree as follows:

- 1) The Services shall be performed at Oxford Diagnostics Laboratories, 143 Park Drive, Milton Park, Abingdon, Oxfordshire, OX14 4SE
- 2) The charges for the Services shall be as set out in the Supplier's Statement of Work (SOW), Annex 2 dated 28th Sep 2020.
- 3) The specification of the Services to be supplied is as set out in the SOW, Annex 02 dated 28th Sep 2020, and any future Statements of Work agreed between the parties for future studies, to be included as additional Annexes under this Award Letter. The Term shall commence on 23rd September 2020 and the Expiry Date shall be [REDACTED]
- 4) The address for notices of the Parties are:

Customer

Department of Business, Energy &
Industrial Strategy
1 Victoria Street
London,

Supplier

Oxford Immunotec Limited
143 Park Drive
Milton Park,
Abingdon,

United Kingdom
SW1H 0ET

Attention: [REDACTED]

[REDACTED]

Email: [REDACTED]

Oxfordshire
OX14 4SE

Attention: [REDACTED]

Email: [REDACTED]

With a copy to:

Attention: [REDACTED]

E-mail: [REDACTED]

- 5) The following persons are Key Personnel for the purposes of the Agreement:

Name	Title
[REDACTED]	Commercial Manager, Vaccine Taskforce
[REDACTED]	Senior Commercial Officer, Vaccine Taskforce

- 6) For the purposes of the Agreement the Staff Vetting Procedures, data security requirements, equality and diversity policy and environmental policy are covered in the Conditions at Annex 1. Those procedures and requirements not specifically covered in the Conditions, and local/individual arrangements will be provided upon induction to the assignment.
- 7) The Customer may require the Supplier to ensure that any person employed in the provision of the Services has undertaken a Disclosure and Barring Service check. The Supplier shall ensure that no person who discloses that he/she has a conviction that is relevant to the nature of the Services, relevant to the work of the Customer, or is of a type otherwise advised by the Customer (each such conviction a "**Relevant Conviction**"), or is found by the Supplier to have a Relevant Conviction (whether as a result of a police check, a Disclosure and Barring Service check or otherwise) is employed or engaged in the provision of any part of the Services.

Payment

All invoices must be sent, quoting a valid purchase order number (PO Number), to: [REDACTED]. Within 10 working days of receipt of your countersigned copy of this letter, we will send you a unique PO Number. You must be in receipt of a valid PO Number before submitting an invoice.

To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, PO Number item number (if applicable) and the details (name and telephone number) of your customer contact (i.e. Contract Manager). Non-compliant invoices will be sent back to you, which may lead to a delay in payment. If you have a query regarding an outstanding payment please contact our Accounts Payable section either by email to [REDACTED] or by telephone [REDACTED] between 09:00-17:00 Monday to Friday.

Liaison

For general liaison your contact will continue to be [REDACTED], or, in their absence, [REDACTED]

We thank you for your co-operation to date, and look forward to forging a successful working relationship resulting in a smooth and successful delivery of the Services. Please confirm your acceptance of the award of this contract by signing and returning the enclosed copy of this letter to [REDACTED] at [REDACTED] within 7 days from the date of this letter. No other form of acknowledgement will be accepted.

Yours faithfully,

[REDACTED]

[REDACTED]

VTF Commercial Team

Signed for and on behalf of The Department of Business, Energy and Industrial Strategy

Name: [REDACTED] Vaccines Taskforce

Signature: [REDACTED]

Date: 9th october 2020

We accept the terms set out in this letter and its Annexes, including the Conditions.

Signed for and on behalf of Oxford Immunotec Ltd.

Name: [REDACTED]
Chief Executive Officer

Signature: [REDACTED]

Date: 8th OCT 2020

Annex 1
Terms and Conditions of Contract for Services



DPF31 Terms and
Conditions for Service

Annex 2 – Specification of Requirements, Statements of Work and Charges

Statement of Works for [REDACTED]

The Vaccine Task Force has established a project to source and manage the required Assays in support of the Clinical Trials to accelerate the delivery of effective and safe Vaccine Candidates for the treatment of the SARS-CoV-2 virus.

One of the assays required to achieve this is the functional T-cell assay. This is a SARS-CoV-2 specific assay which must be validated and provided by UKAS/CAP or GCP accredited facilities in a Containment Level 2 laboratory.

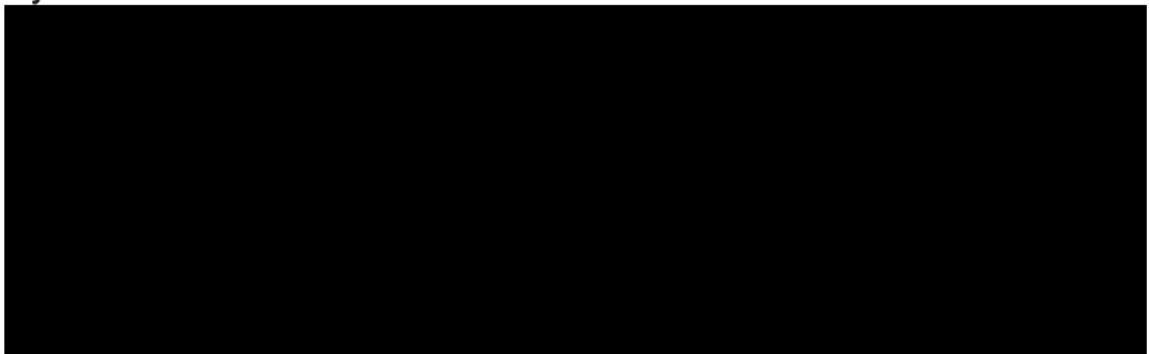
The requirement is needed to provide T Cell assays in an expected requirement of [REDACTED]
[REDACTED]
[REDACTED]

1. Shipment of samples

Daily cost of shipment: [REDACTED]
[REDACTED]

Shipping fee will be invoiced starting 5th October 2020 [REDACTED]
[REDACTED]

2. Assays



Contract Values

The maximum estimated value for this initial statement of work [REDACTED]

Total maximum contract value is [REDACTED]
[REDACTED]

General Statement of Work for Provision of Oxford Immunotec (OI) services to UK Vaccine Task Force (VTF)

(Version 2) 28 September 2020

Accreditation Statement

Specimens obtained from subjects enrolled into this study will be processed by Oxford Diagnostics Laboratories (ODL), which is ISO17025:2017 accredited (certificate issued on 22 Apr 20 is available upon request). ODL have been UKAS accredited to ISO17025 since November 2007.

OI is certified to ISO13485:2016 and Medical Devices Single Audit Program (MDSAP). This certification has been held since April 2018. OI comply with GLP and GMP for medical devices and in vitro diagnostics (IVDs).

OI follow ICH GCP E6 standard applicable to medical devices and IVDs for performance of clinical performance studies using specimens from human subjects, ISO 20916:2019. SOP08-0034 and associated documents under OI's Quality Management System (QMS) govern quality assurance and quality control systems that define good practice for planning, design, execution, recording and reporting of clinical studies in accordance with ICH guidance.

Details on OI's QMS, SOPs and the history of audits including outcomes are available upon request.

Figure 1 outlines the services to be provided to VTF by OI. Sections below summarise the details of each of the work packages.

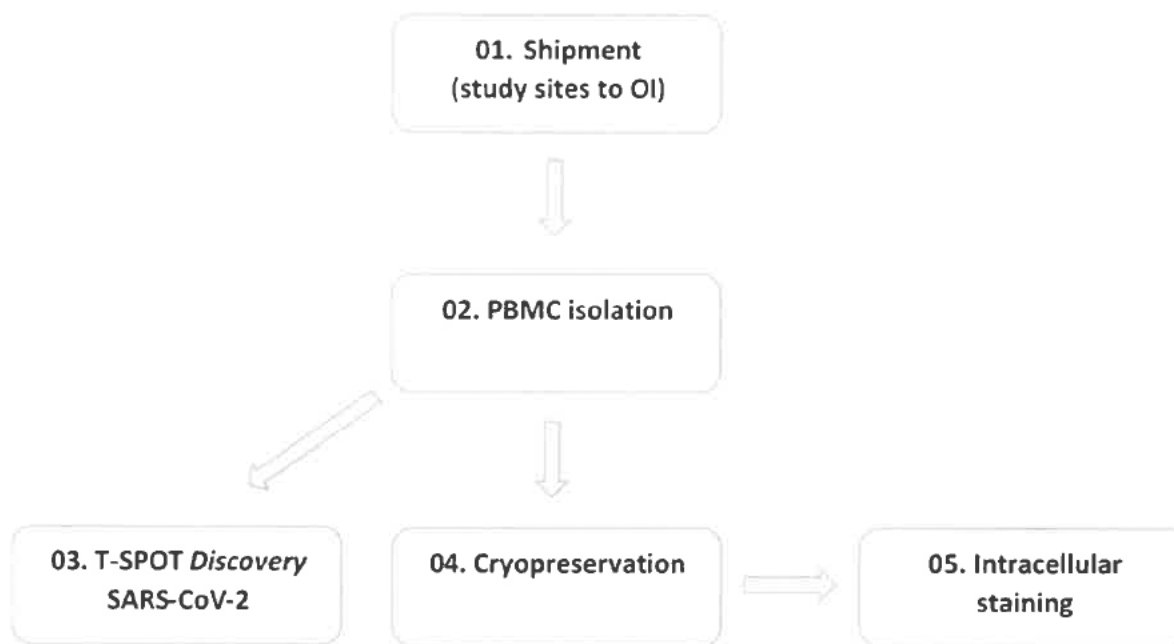
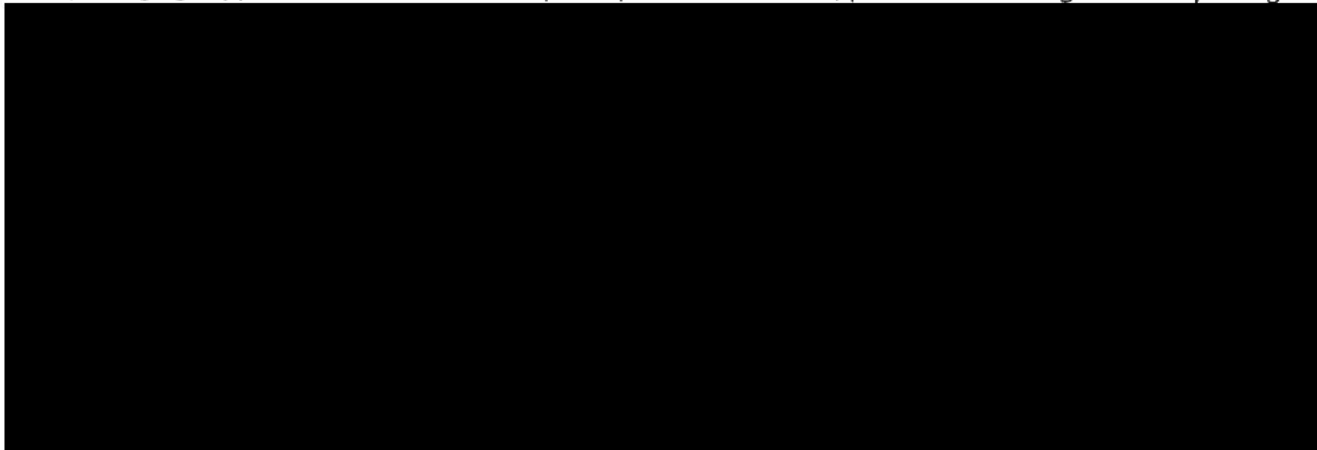


Fig. 1. Provision of Oxford Immunotec (OI) services to UK Vaccine Task Force (VTF).

Work Package 01: Shipment of trial samples from study site to OI



The packaging supplied will be UN3373 compliant pathosheild boxes, plus biohazard bags and sample bags.



OI will provide additional logistical service to ensure shipments are delivered without delay:

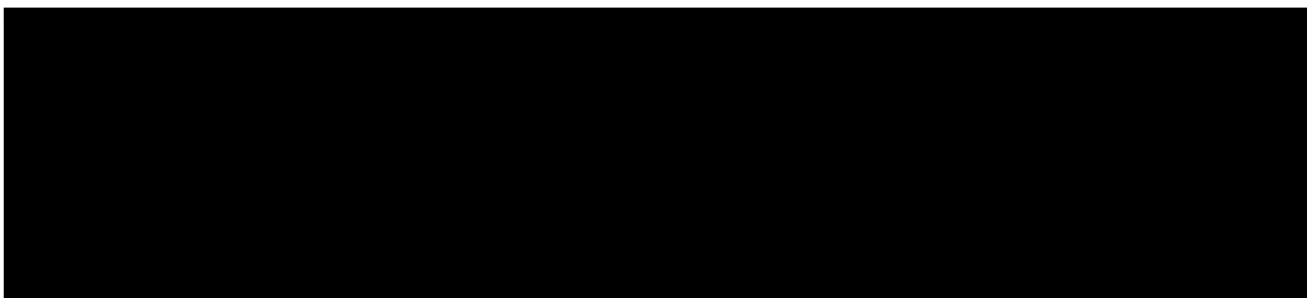
- Sample tracking
- Direct communication with sites sending samples and/or CRO
- Mitigation of delays and other courier issues

Samples will be shipped to:

Oxford Diagnostic Laboratories
143 Park Drive
Milton Park
Abingdon
OX14 4SE

Tel: [REDACTED]

Email: [REDACTED]





Key Deliverables

- Provision of shipment for [REDACTED]
- Supply of packaging to specified study sites for shipment of samples [REDACTED]
- Collection, transport and receipt of study samples

Work package 02: [REDACTED]

[REDACTED]

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Key Deliverables

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[REDACTED]

Work Package 03:

[Redacted]

[Redacted]

[Redacted]

Key Deliverables

[Redacted]

Work Package 04:

[REDACTED]

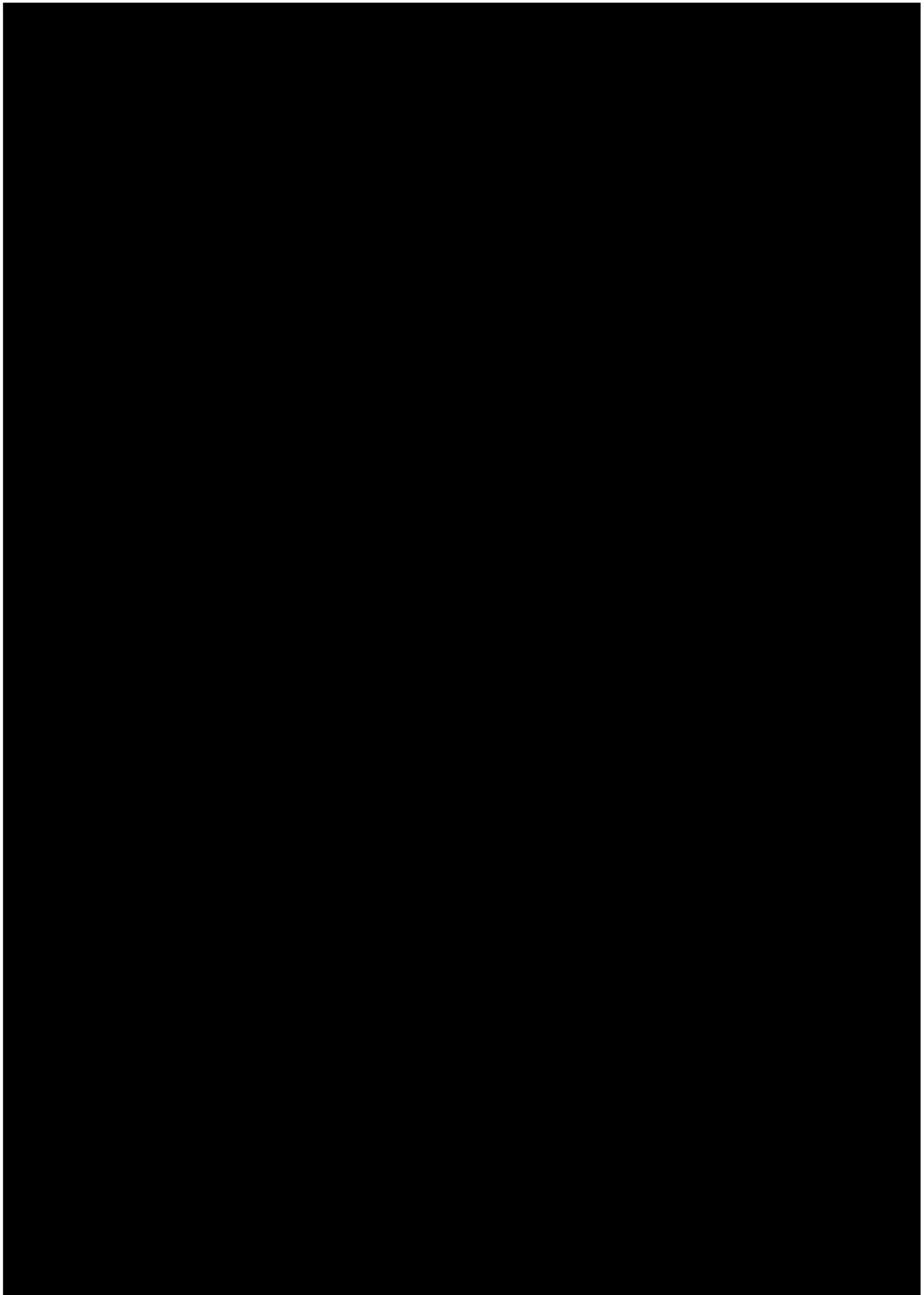
[REDACTED]

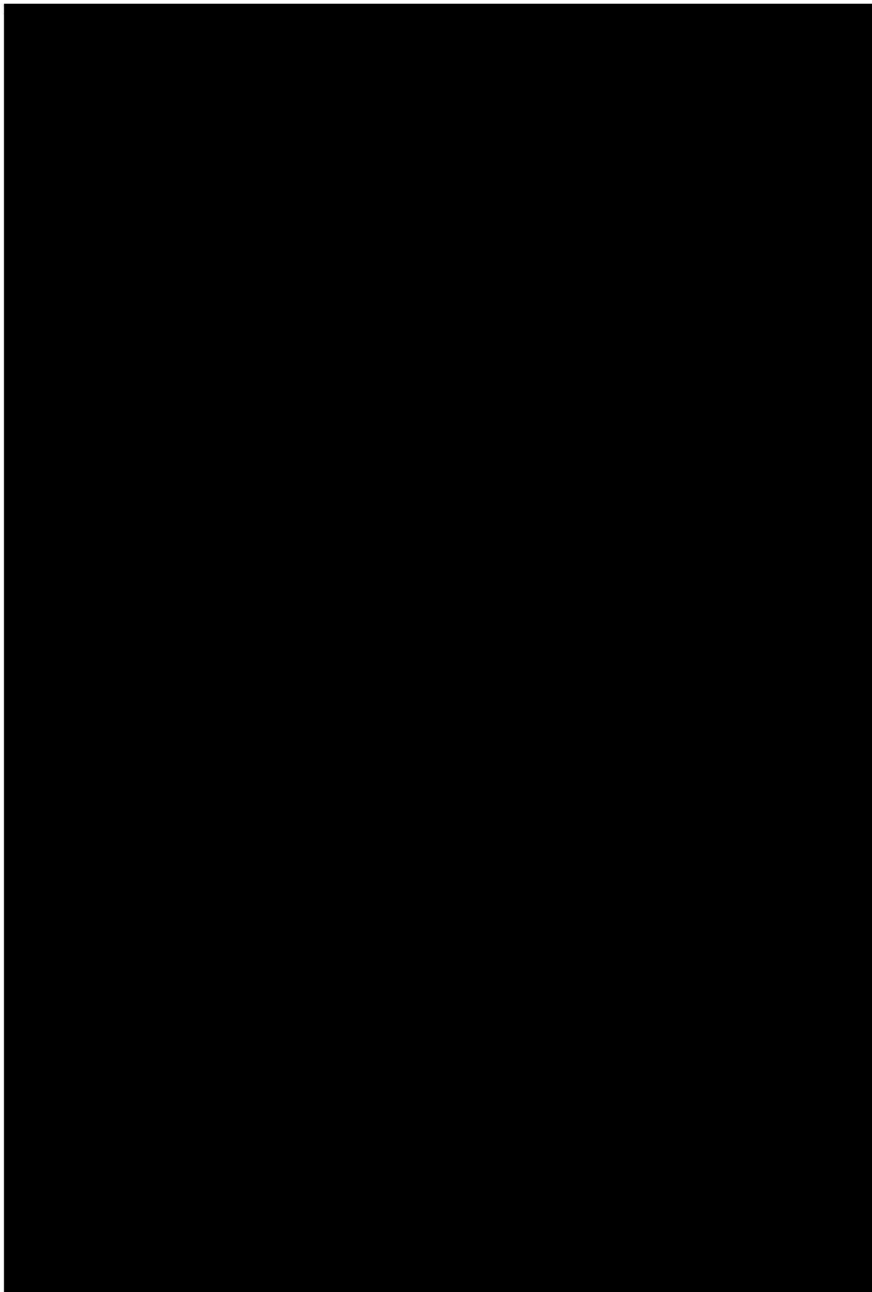
Key Deliverables

[REDACTED]

Work Package 05:

[REDACTED]





Key Deliverables

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