



**UK Research  
and Innovation**

**Ove Arup & Partners Limited**

8 Fitzroy Street

London

W1T 4BJ

Attn: [Redacted]

By email to: [Redacted]

Date: 23<sup>rd</sup> August 2023

Our ref: UKRI-1800\_10

Dear Sirs,

**Award of call-off Contract for the supply of Services to undertake planning and facilitation of a sustainability workshop under framework agreement dated 27 June 2022 made between Ove Arup & Partners Limited (the “Supplier”) and United Kingdom Research and Innovation (“UKRI”) (the “Agreement”)**

As you know, the Agreement anticipates that UKRI may from time to time agree call-off contracts with you.

This letter (“**Contract Award Letter**”) sets out the basis on which we propose to award a call-off contract to you. By signing and returning this Contract Award Letter on behalf of the Supplier, you will be entering into a call-off contract on its terms and conditions (which is a “**Contract**” for the purposes of the Agreement).

The Contract is made under the Agreement and the entirety of the Agreement’s provisions and Schedules are hereby incorporated in the Contract in full. Without limiting the incorporated provisions, all terms in the Contract shall have the meanings given in the Agreement unless otherwise provided. In the event of any conflict between the provisions of the Agreement and those of the Contract, the provisions of the Contract will prevail.

The Contract and the Agreement are the entire basis on which UKRI proposes to contract with the Supplier. Please do not attach any Supplier terms and conditions to this Award Letter as they will not be accepted by UKRI and may delay conclusion of the Contract.

For the purposes of the Contract, UKRI and the Supplier agree as follows:

**Term**

1 Contract Commencement Date: 25<sup>th</sup> August 2023

2 Contract Expiry Date: 29<sup>th</sup> September 2023

**Description of Goods and/or Services**

3 The Goods and/or Services to be delivered are as per Specification in Annex 1.

4 The Specification of the Goods and/or Services to be delivered, and any applicable Deliverables, is as set out in the Annex to this Contract Award Letter.

**Charges & Payment**

5 The Charges for the Goods and/or Services shall be as set out in Annex 2 to this Contract Award Letter.

## Special Terms and Conditions

NOT USED

## Notices, Liaison and Key Personnel

- 6 The address for notices of the Parties shall be as set out in the Agreement.
- 7 The Key Personnel shall be as set out in Schedule 4 of the Agreement and shall also include the following individuals:

Key Personnel	Role in the performance of this contract
FOIA Section 40 Personal Information	Contract Manager
FOIA Section 40 Personal Information	NERC Sustainability lead
FOIA Section 40 Personal Information	Interim Director UKRI Environmental Sustainability Programme
FOIA Section 40 Personal Information	Framework Director
FOIA Section 40 FOIA Section	Framework Manager
FOIA Section 40 Personal Information	Task Manager
FOIA Section 40 Personal Information	Arup Sustainability Lead
FOIA Section 40 Personal Information	Lead Facilitator

- 8 For general liaison your contact will continue to be FOIA Section 40 Personal Information or, in their absence, FOIA Section 40 Personal Information
- 9 Disputes shall be escalated for resolution as set out in the Agreement.

We thank you for your co-operation to date, and look forward to forging a successful working relationship resulting in a smooth and successful supply of the Goods and/or Services. Please confirm your acceptance of the award of this Agreement by signing and returning the enclosed copy of this letter to FOIA Section 40 Personal Information. No other form of acknowledgement will be accepted. Please remember to quote the reference number above in any future communications relating to this contract.

Yours faithfully,

Signed for and on behalf of **United Kingdom Research and Innovation**

Signature:

FOIA Section 40 Personal Information

Name:

FOIA Section 40 Personal Information

Position:

Commercial Business Partner

Date:

23 August 2023

We accept the terms set out in this Contract Award Letter

Signed for and on behalf of **Ove Arup & Partners Limited**

Signature:

FOIA Section 40 Personal Information

Name:

FOIA Section 40 Personal Information

Position:

Director

Date:

23/08/23

## **Annex 1 – The Specification**

### **Scope of work:**

To plan and deliver a workshop to explore options to deliver carbon budgets by 2025.

### **Background:**

The Infrastructure Working Group (IWG) brings together key stakeholders from all UKRI's Councils to discuss and develop proposals for the Infrastructure Fund, facilitate decision-making, address gaps, and broker links.

Projects for the Infrastructure Fund are proposed to IWG Leads via existing engagement mechanisms with research and innovation communities and prioritised internally within Councils.

As the group is preparing for the next wave of investments, a clear direction for the approval approach in relation to the impact of projects on the environment, namely the carbon emissions is required.

UKRI is planning to undertake a workshop with the group to consider options and agree on a viable approach that does not impact detrimentally on the Net Zero target of UKRI (2040) or the targets of organisations UKRI fund.

### **Timing:**

UKRI has requested Arup support in the planning and facilitate the workshop, planned to be held at UKRI's Polaris House office on 4th September 2023

## FOIA Section 43 Commercial

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The Charges:

# FOIA Section 43 Commercial

