

APPENDIX A

Dawn Joyce
Saltash Town Council
The Guildhall
Lower Fore Street
Saltash
PL12 6JX

22nd October 2025

Dear Dawn,

As requested, please find below a quote for a five-year Modern.Gov renewal for Saltash Town Council with the addition of a cloud upgrade, Modern.Gov Hub and external authentication.

Quote	
Modern.Gov Annual Support and Maintenance (renewal)	£10,599
Modern.Gov Cloud Hosting	£3,132
Modern.Gov Hub	£1,253
External Authentication	£1,225
Project Management, Data Transfer and Implementation (one off fee)	£8,322
Technical Support for User Acceptance Testing and Go-live (2 days – one off fee)	£1,886
TOTAL	
Year 1	£26,417
Year 2	£16,209
Year 3	£16,209
Year 4	£16,209
Year 5	£16,209

Please note the following:

- This quotation is subject to Civica's standard terms and conditions and is valid until 21st November 2025.
- Prices are fixed for the duration of the term.
- Payment for annual fees and services is due on order.
- Civica's payment terms are 28 days from receipt of an invoice.
- All quotations are subject to final business approval within Civica. Any issues or changes identified with the quotation you will be notified within 5 days.

Civica UK Ltd.
33 Clarendon Road
London
N8 0NW

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- All prices exclude VAT.
- Civica reserves the right to revise the quote if it is found that the data exceeds the volume specified by the Buyer.

Should you wish to go ahead, please arrange for a purchase order (PO) to be emailed to moderngovorder@civica.co.uk.

Please address the PO to the following address:

Civica UK Limited, Castlegate House, Castlegate Drive, Dudley, West Midlands, DY1 4TD

Please do not send the PO by post, otherwise your order may be delayed.

We are only able to schedule work once the PO has been received. Unfortunately, the PO number on its own is not sufficient.

If you have any questions, please do not hesitate to come back to me.

Yours sincerely,