



Web Site: www.dft.gov.uk

Our ref: TROO0440

Date: 23 May 2024

Dear Supplier

CONTRACT NUMBER: TROO0440
CONTRACT TITLE: SiSiS Campaign Changes

On behalf of the Secretary of State for Transport, I accept your proposal received 25 April 2024. This letter and the documents listed below form a binding contract between you and the Department for Transport (DfT).

1. DfT Short Form Terms and Conditions
2. Your Proposals embedded below



DfT Short Terms and
Conditions.pdf



DoT - SiSiS asset
update Spring 2024.p



Doft SiSiS - poster
adapts for GM.pdf



Doft - SiSiS
campaign updates 20

The contract will commence on 27 May 2024 and will expire on 26 November 2024. There will be no extensions to this contract.

The total value of the contract is up to £42,875 excluding VAT, with DfT under no obligation to utilise the full value of the contract. Payment will be made upon full completion of the work.

A breakdown of spend is calculated below:

Cost design and updating logos across 243 assets at a total cost of £9,548
Cost of producing 498 English/French assets at a total cost of £29,678
Cost of producing 22 poster adapts at a total cost of £3,649

You must be in possession of a written purchase order (PO), before commencing any work, or supplying any goods, under this contract. The Purchase Order Number for this contract will be provided as soon as possible. Invoices submitted to the

Department must quote the PO number and must be submitted in accordance with DfT's Invoicing Procedures (Annex A).

The DfT Contract Owner will be [REDACTED] who can be contacted by telephone on [REDACTED] to discuss arrangements for commencement of the contract.

Please acknowledge your receipt, understanding and acceptance of this letter by signing in the allocated space below and returning to me via email to [REDACTED]

Yours sincerely

[REDACTED]

**Commercial Relationship Advisor
Department for Transport**

[REDACTED]

On behalf of the Secretary of State for Transport

[REDACTED]