



**Driver and Vehicle Standards Agency  
Commercial**

The Ellipse  
Padley Road  
Swansea  
SA1 8AN

commercialenquiries@dvsa.gov.uk

**The Manchester College**

XXXXXX redacted under FOIA section 40

Whitworth House,  
Ashton Old Road,  
Openshaw,  
Manchester,  
M11 2WH

Our ref: K280021498

Date: 11 March 2022

Dear XXXXXX redacted under FOIA section 40,

**Contract Award for Air Brake Training – K280021498**

On behalf of the Secretary of State for Transport, I accept your tender dated 14 December 2021 for the above-mentioned Contract. This letter and the documents listed below form a binding contract between you and this Department.

- (i) Form of Tender - Services
- (ii) DfT Standard Terms for Services\* - dated 10.03.2022
- (iii) Specification
- (iv) Tender Response
- (v) Clarification questions dated 13.01.2022
- (vi) Pricing Schedule – dated 18.01.2022
- (vii) Invitation to tender letter
- (viii) Instructions for Tenderers
- (ix) Selection Questionnaire
- (x) Schedule of agreed Confidential Information

\*DVSA accepts that Manchester College will retain the Intellectual Property Rights on their own learning materials used within the training.

The operative period of the Contract will be 3 years, commencing on 11 March 2022.

The **Firm Price** for the Contract is £239,148.00, exclusive of Value Added Tax.

Suppliers must be in possession of a written purchase order (PO), before commencing any work under this contract. The Purchase Order Number for this contract will be provided as soon as possible. You must quote the PO number on all invoices, and these must be submitted directly to [SSa.invoice@sharedservicesarvato.co.uk](mailto:ssa.invoice@sharedservicesarvato.co.uk). Invoices received without the correct PO number will be returned to you and will delay receipt of payment.

Please acknowledge receipt of this letter by accepting through the Jaggaer eSourcing system. Once this has been accepted you can then contact the Contract Manager, XXXXXX redacted under FOIA section 40, to discuss arrangements for commencement of the Contract.

Yours sincerely,

XXXXXXX redacted under FOIA section 40

XXXXXXX redacted under FOIA section 40  
Commercial Category Manager

**On behalf of the Secretary of State for Transport**