



Driver & Vehicle
Standards
Agency

XXXXXX redacted under FOIA section 40

Commercial Category Manager
DVSA
The Ellipse
Padley Road
Swansea
SA1 8AN

XXXXXX redacted under FOIA section 40

28 November 2022

Institute of the Motor Industry

XXXXXX redacted under FOIA section 40

Fanshaws
Brickendon
Hertford
SG13 8PQ

Dear XXXXXX redacted under FOIA section 40,

**Acceptance of Quotation for K280021943 - IMI Online Assessment Tool
Subscription 2022-23**

On behalf of the Secretary of State for Transport, I accept your quote dated 04.03.2022 for the above-mentioned Contract. This letter forms a binding contract between you and this Department.

The operative period of the Contract will be from 28/11/2022, expiring on 27/11/2023.

The total value of the Contract is £20,000.00, exclusive of Value Added Tax.

The Purchase Order Number for this contract will be provided to you shortly. You must quote the aforementioned PO number on all invoices, and these must be submitted directly to:

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 and contact the Contract Manager XXXXXX redacted under FOIA section 40 via email at XXXXXX redacted under FOIA section 40 to discuss arrangements for commencement of the Contract.

Yours sincerely

XXXXXX redacted under FOIA section 40

XXXXXX redacted under FOIA section 40

XXXXXX redacted under FOIA section 40

by authority of the Secretary of State for Transport