



Group Commercial Directorate
Department for Transport (DfT)
33 Horseferry Road
Westminster
London
SW1P 4DP

Civica UK Limited
8th Floor, Southbank Central
30 Stamford Street
London
SE1 9LQ

Web Site: www.dft.gov.uk

Our ref: TMAF3039

Date: 20/02/2025

Email: [REDACTED]

Dear Supplier,

Contract Number and Title: TMAF3039

CCS Framework and Service ID: Back Office Software (RM6194) - BOS-TRAN-06

On behalf of the Secretary of State for Transport, I write to inform you have been selected as the Department for Transport's (DfT) supplier for the above contract.

This letter and the documents listed below form a binding contract between you and the Department for Transport.

1. The terms and conditions for CCS Framework reference RM6194
2. Call Off Agreement TMAF3039
3. CCS Back Office Software Listing BOS-TRAN-06

The contract will commence on 27th February 2025 and expire on 26th February 2027. The value of the Contract is up to £200,000 with an initial commitment to spend £[REDACTED] excluding VAT. (DfT are under no obligation to spend the full Contract Value).

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 also quote the PO number and must be submitted in accordance with DfT's Invoicing Procedures embedded below.



Invoicing
Procedures.docx

Please acknowledge your receipt, understanding and acceptance of this letter by signing in the allocated space below and returning to me via email to Ollie.Hughes@dft.gov.uk at your earliest convenience.



Department
for Transport

If you have any queries regarding the commencement of the service, please contact the contract owner, [REDACTED]

Yours sincerely

A handwritten signature in black ink, appearing to read 'Ollie Hughes'.

Ollie Hughes
Procurement Business Partner
Department for Transport

Ollie.hughes@dft.gov.uk

On behalf of the Secretary of State for Transport

Accepted for and on behalf of **Civica UK**
Limited by: [REDACTED]

Signature:

Name:

Capacity: Divisional Managing Director

Date: 07 March 2025 | 17:05 GMT