



Department
for Transport

Commercial Directorate

DVLA
Longview Road
Morriston
Swansea SA6 7JL
Phone: 07977360351
Web Site: www.dft.gov.uk
Your ref: TIT0427
Our ref: TIT0427
Date: 22/03/2023

Sypro Management Ltd
55 Whitefriargate
Hull
East Riding of Yorkshire
HU1 2HU

Dear [REDACTED]

TIT0427 - Health and Safety Accident Reporting Tool

CCS Framework and Service ID: RM1557.13 G-Cloud 13 / Service Offering ID 919560392524274

On behalf of the Secretary of State for Transport, I accept your service offering and pricing under the terms and conditions of the G-Cloud 12 Framework Agreement (RM1557). This letter and the documents listed below form a binding contract between you and the Department for Transport.

1. The terms and conditions for Framework reference RM1557:13
2. The Department's Call Off Agreement
3. Your G Cloud 13 Service offering 919560392524274

The contract will commence on 28th April 2023 and will be for 3 years and will expire on 27th April 2026, with one option to extend for 12 months. This contract will be invoiced and payment monthly in arrears as follows:

The overall contract value will be £62,250.00 exclusive of VAT and the initial committed spend is £52,250. Below is the breakdown of the agreed costs;

Year 1 - £19,250 (including onboarding & training)
Year 2 - £16,500
Year 3 - £16,500
Total - £52,250

The Department is under no obligation to utilise the full value of this contract and has the right to invoke the G-Cloud 13 termination without cause.

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.



SSA Invoicing
Procedures.docx

Please contact the Contract Owner [REDACTED] on telephone number [REDACTED] or email [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 an electronic copy to me via email [REDACTED] -

Yours sincerely

Sent via email unsigned

[REDACTED]
**Procurement Business Partner
Managed Service Team**

On behalf of the Secretary of State for Transport

Accepted for and on behalf of **Sypro
Management Ltd** by:-

Signature:

[REDACTED]

Name:

[REDACTED]

Capacity:

[REDACTED]

Date: 22/03/2023