



Department  
for Transport

**Banner Group Limited**

Newland House  
Tuscany Way  
Normanton  
West Yorkshire  
WF6 2TZ

FAO: [REDACTED]  
EMAIL: [REDACTED]@banneruk.com

[REDACTED]  
Commercial Manager  
Group Commercial Directorate  
Great Minster House  
33 Horseferry Road  
London SW1P 4DR  
Direct line: [REDACTED]  
[REDACTED]@dft.gov.uk

Web site: [www.dft.gov.uk](http://www.dft.gov.uk)

**Thursday, 12 January 2023**

Dear Helen,

**CONTRACT EXTENSION NOTICE**

**Contract reference: TRGF3097**

**Contract Title: Provision of Office Stationery and Electronic Office Supplies**

On behalf of the Secretary of State for Transport, I am writing to formally extend this contract, in accordance with the provisions as per the Schedule 6 – RM6059 Call-Off Order form (Annex 1), by 12 months (1 year).

For the purposes of the Agreement, the Department for Transport (the customer) and Banner Group Limited (the Supplier) agree as follows:

- 1.1 Current expiry date of 17/01/2023
- 1.2 Revised expiry date of 17/01/2024
- 1.3 The contract value remains unaffected.


The purchase order number already supplied to you, should continue to be used. Invoices quoting the DfT's Purchase Order Number should be submitted to DfT Shared Services.

The contract manager for this contract is, [REDACTED], Commercial Manager, Business Intelligence and Shared Services, Department for Transport | [REDACTED]@dft.gov.uk.

If you are content with the proposed variation, please sign and return a copy of this letter.

This letter (including the documents referred to in it) and the copy you return will form the binding contract.

I hereby confirm receipt of the above letter and associated documents for the agreement of **Banner Group Limited** to continue to provide the service(s) as specified in the agreement, contract reference **TRGF3097**.

		17.01.2023
Signed		
Name:	.....	
Position	Director .....	

Yours sincerely,



**DfT Commercial Manager, Group Commercial Directorate**  
**By authority of the Secretary of State for Transport**

## **Annex 1**

### **Schedule 6 Call-Off Order Form**



Banner Framework  
Schedule 6 Signed 21