



Department for Transport

xx
Director
TJA Associates
e-mail: x@tjaassociates.co.uk

xx
Commercial Relationship Management
Lead
Department for Transport
Group Commercial Directorate
Great Minster House
Horseferry Road
London SW1P 4DR

xx@dft.gov.uk

Contract Agreement Number: **TMAF3035**

28 March 2024

Dear xx,

TMAF3035 – Technical services for Roads Policing Review:

1. On behalf of the Secretary of State for Transport, I am pleased to confirm the above contract, details of which are set out in the attached MOU between DfT and West Midlands Police. This agreement is being formalised as a contract as XX has retired from West Midlands Police but the terms of the MOU shall apply.
2. The Contract will start on 2nd April 2024 and finish on 31 March 2025. The **Firm Price** for the Contract is **£107,998.00** exclusive of Value Added Tax. This value cannot be exceeded without written approval from the commercial team.
3. xx, xx@dft.gov.uk is the DfT contact.
4. You will be issued with a written purchase order (PO), to quote on all invoices, and these must be submitted directly to:

***Accounts Payable,
Shared Services arvato,
5 Sandringham Park,
Swansea Vale,
Swansea
SA7 0EA***

Or via email to SSa.invoice@sharedservicesarvato.co.uk

Yours sincerely,

Signature
XX
Commercial Relationship Management Lead