



Department for Transport

Parts Plus
Via email

[REDACTED]
Commercial Relationship Manager for
Roads, Places & Environment
Department for Transport
Group Commercial Directorate
Great Minster House
38 Horseferry Road,
Westminster,
London SW1P 4DR

[REDACTED]
Web Site: www.dft.gov.uk

Our Ref: TRSS0026

Date 15 April 2019

Dear Sir,

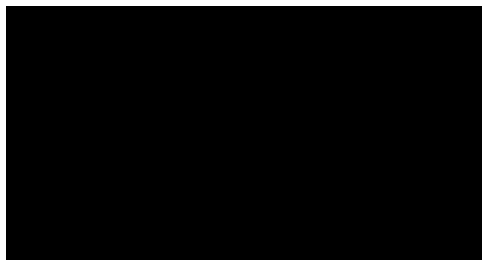
Contract Number TRSS 0026 Provision of vehicle Parts

1. I refer to your recent discussions with [REDACTED] and [REDACTED], Government Car Service, to provide Vehicle Parts for use by the Department for Transport's Government Car Service.

On behalf of the Secretary of State for Transport, the documents listed below and the agreement reached between you and [REDACTED], form a binding contract between you and this Department.

(i) Department for Transport purchase order terms and conditions at
<https://www.gov.uk/government/publications/purchase-order-conditions-of-contract>

3. The contract will be commencing on 1 April 2019 and end on 31 March 2020.
4. The firm price for the contract will be £12,000 ex VAT this amount is not to be exceeded without the Department's prior permission in writing.
5. You will be issued with an official Purchase Order Number. This replaces any existing payment arrangements you may have made. Invoices must quote the correct Purchase Order Number and should be submitted as directed **in the Purchase Order to:**



Or via email to [REDACTED]

Invoices received without the correct Purchase Order Number are likely to be returned to you and will delay receipt of payment.

6. Please acknowledge receipt of this letter. You may contact the Contract Manager, [REDACTED] to discuss any matters relating to the commencement of the Contract.

Yours sincerely


[REDACTED]

[REDACTED]
Commercial Relationship Manager
for Roads Places & Environment

By authority of the Secretary of State for Transport

Signed:.....

Name:.....

Date:.....