



Department for Transport

Association for Project Management

[REDACTED]
Commercial Relationship Manager
Group Commercial Directorate
Great Minster House
33 Horseferry Road
London SW1P 4DR
Direct line: [REDACTED]
[REDACTED]

Web site: www.dft.gov.uk

Friday, 30 November 2018

Dear Sir/Madam,

DfT Reference: **TRSGA0001**

Association for Project Management – Contract Award

1. On behalf of the Secretary of State for Transport, this contract award is for Association for Project Management.
2. The contract is to be let under Department for Transport's standard terms of agreement (attached below).
3. The Price for this Contract is £59,762 excluding VAT, for the provision of APM Project Professional Delivery Chartered programme for the application of chartered accreditation. The price of the contract covers admission for 20 candidates.
4. You will be issued with a Purchase Order number for this contract and will need to quote this number on all invoices, which should be submitted directly to:

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

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

The Contract Manager for this contract is [REDACTED]
[REDACTED]

If you are content to enter into a binding contract 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.

Signed:.....

Name.....

Position

Date:.....

Yours sincerely



By authority of the Secretary of State for Transport





