



Department
for Transport

Veitch Lister Consulting Pty Ltd.
PO Box 15080
City East
QLD 4002

FAO: [REDACTED]
E-mail: [REDACTED]@veitchlister.com
SENT ELECTRONICALLY

[REDACTED] MCIPS
Department for Transport
Group Commercial Directorate
Great Minster House
33 Horseferry Road
London SW1P 4DR
Tel: 07977 435445
Email: [REDACTED]@dft.gov.uk

Web site: www.dft.gov.uk

Tuesday, 24 October 2023

CONTRACT AWARD NOTICE

DfT Reference: TANL3023

Title: Urban Economics: Short Course and Technical Note

Dear [REDACTED],

On behalf of the Secretary of State for Transport, I am writing to accept your quotation, dated 18/08/2023 for an urban economics short course and a technical note on land use modelling and appraisal.

The contract to provide these deliverables will run from the date of contract signature to 31/08/2024, at a fixed and approved total cost of £22,200.00 (exclusive of VAT). The Department has agreed to pay additional travel and subsistence costs, provided that they comply with the DfT Travel and Subsistence policy, annexed below.

This contract is to be let via the Department for Transport's (DfT) short form terms of contract. The following documents constitute a binding agreement between you, **Veitch Lister Consulting Pty Ltd** (the Supplier) and the Department for Transport (the Customer):

1. Schedule 1 Signed Order form, consisting of:
 - Contractual particulars
 - Your proposal, dated 18/08/2023 (Annex I)
 - DfT-prepared specifications for these services (Annex II)
 - Contract terms and conditions

This contract is direct awarded, on the basis that competition for this expertise is absent for technical reasons. In particular, the services under this contract relate to the Supplier's development of Quantitative Spatial Modelling approaches to land use change appraisal – and, therefore, depend upon Veitch Lister's intellectual property.

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:

Via email: ssa.invoice@sharedservicesarvato.co.uk

Or post:

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

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] [@dft.gov.uk](mailto:[REDACTED]@dft.gov.uk)

If you, the supplier, **Veitch Lister Consulting Pty Ltd**, are content to enter into a binding contract with the Department for Transport (DfT), please sign and return a copy of this letter and the associated order form. This letter (including the documents referred to in it) and the copy you return will form the binding contract.

Yours sincerely,

[REDACTED]

[REDACTED] **MCIPS**
DfT Commercial Manager
Group Commercial Directorate
By authority of the Secretary of State for Transport

Annex 1: DfT Travel and Subsistence Policy



Travel and
Subsistence Annex -

Annex I – Proposal from Veitch Lister Consulting



Annex II – DfT Specifications



Low value
specification template



Low value
specification template

