



Crown
Commercial
Service

Bid Pack

Attachment 5 – Letter of Appointment

Contract Reference: TROO0233 – Evaluation Support for Rail Fares and Ticketing Policy

Attachment 5 - Bid pack for Evaluation Support for Rail Fares and Ticketing Policy

Contract Reference TROO0233

Page 1 of 29

04/02/2021

DPS FRAMEWORK SCHEDULE 4: LETTER OF APPOINTMENT AND CONTRACT TERMS

Part 1: Letter of Appointment

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Attn: [REDACTED]
[REDACTED]
[REDACTED]

Dear [REDACTED]

Letter of Appointment

This letter of Appointment, dated 4th February 2021, is issued in accordance with the provisions of the DPS Agreement (RM6018) between CCS and the Supplier.

Capitalised terms and expressions used in this letter have the same meanings as in the Contract Terms unless the context otherwise requires.

Order Number:	TROO0233
From:	Department for Transport, (DfT), 33 Horseferry Road, London, SW1P 4DR ("Customer")
To:	Systra Ltd ("Supplier")

Effective Date:	8 th February 2021
Expiry Date:	End date of Initial Period: 7 th February 2023

Attachment 5 - Bid pack for Evaluation Support for Rail Fares and Ticketing Policy

Contract Reference TROO0233

Page 2 of 29

04/02/2021

	End date of Maximum Extension Period: 7 th February 2025 Minimum written notice to Supplier in respect of extension: 2 months
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Services required:	As per Attachment 3 – Statement of Requirements
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Key Individuals:	<div>██████████</div> <div>██</div> <div>████████████████████████████████</div> <div>██████████</div> <div>██</div> <div>████████████████████████████████</div> <div>██████████</div> <div>████████████████████████████████</div> <div>██</div> <div>██████████</div> <div>████████████████████████████████</div> <div>██</div> <div>██████████</div> <div>██</div> <div>████████████████████████████████</div>
[Guarantor(s)]	N/A

Contract Charges (including any applicable discount(s), but excluding VAT):	The total contract value shall be £500,000 including all extension options See Part 3 for Supplier Costings of this document for details
Insurance Requirements	No additional insurance required
Liability Requirements	Suppliers limitation of Liability as per Clause source not found. of the Contract Terms)

Attachment 5 - Bid pack for Evaluation Support for Rail Fares and Ticketing Policy

Contract Reference TROO0233

Page 3 of 29

04/02/2021

Customer billing address for invoicing:	Shared Services Arvato Department for Transport Accounts Payable Sandringham Park Swansea Vale Swansea SA7 0EA sscsasdesk@dftssc.gsi.gov.uk
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GDPR	As per Contract Terms Schedule 7 (Processing, Personal Data and Data Subjects
Alternative and/or additional provisions (including Schedule 8(Additional clauses)):	N/A

FORMATION OF CONTRACT

BY SIGNING AND RETURNING THIS LETTER OF APPOINTMENT (which may be done by electronic means) the Supplier agrees to enter a Contract with the Customer to provide the Services in accordance with the terms of this letter and the Contract Terms.

The Parties hereby acknowledge and agree that they have read this letter and the Contract Terms.

Attachment 5 - Bid pack for Evaluation Support for Rail Fares and Ticketing Policy

Contract Reference TROO0233

Page 4 of 29

04/02/2021

The Parties hereby acknowledge and agree that this Contract shall be formed when the Customer acknowledges (which may be done by electronic means) the receipt of the signed copy of this letter from the Supplier within two (2) Working Days from such receipt

For and on behalf of the Supplier:

Name and Title: [REDACTED]
[REDACTED]:
[REDACTED]

Signature: [REDACTED]

Date: 4 MARCH 2021

For and on behalf of the Customer:

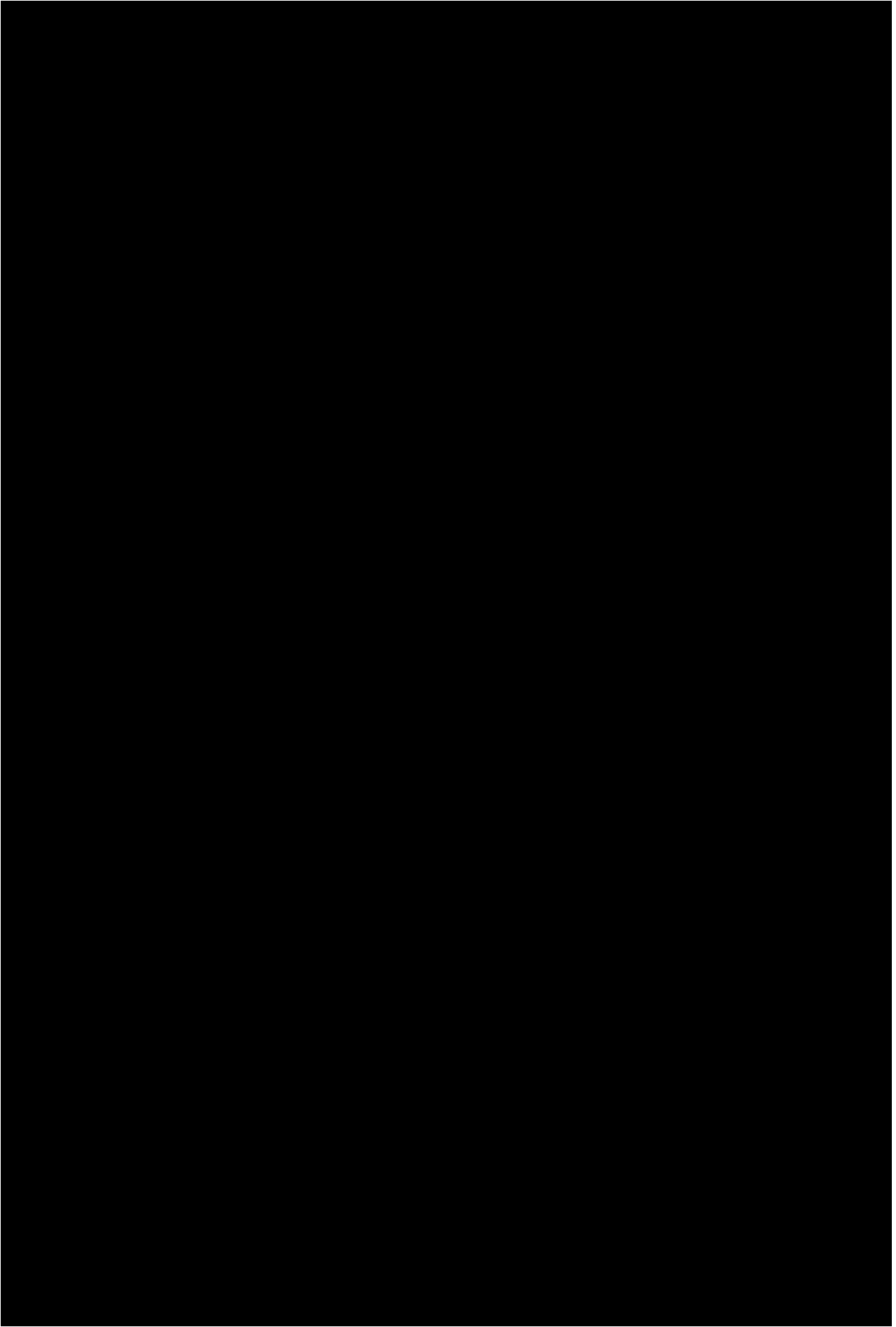
Name and Title: [REDACTED]
[REDACTED]

Signature: [REDACTED]

Date: 5th March 2021

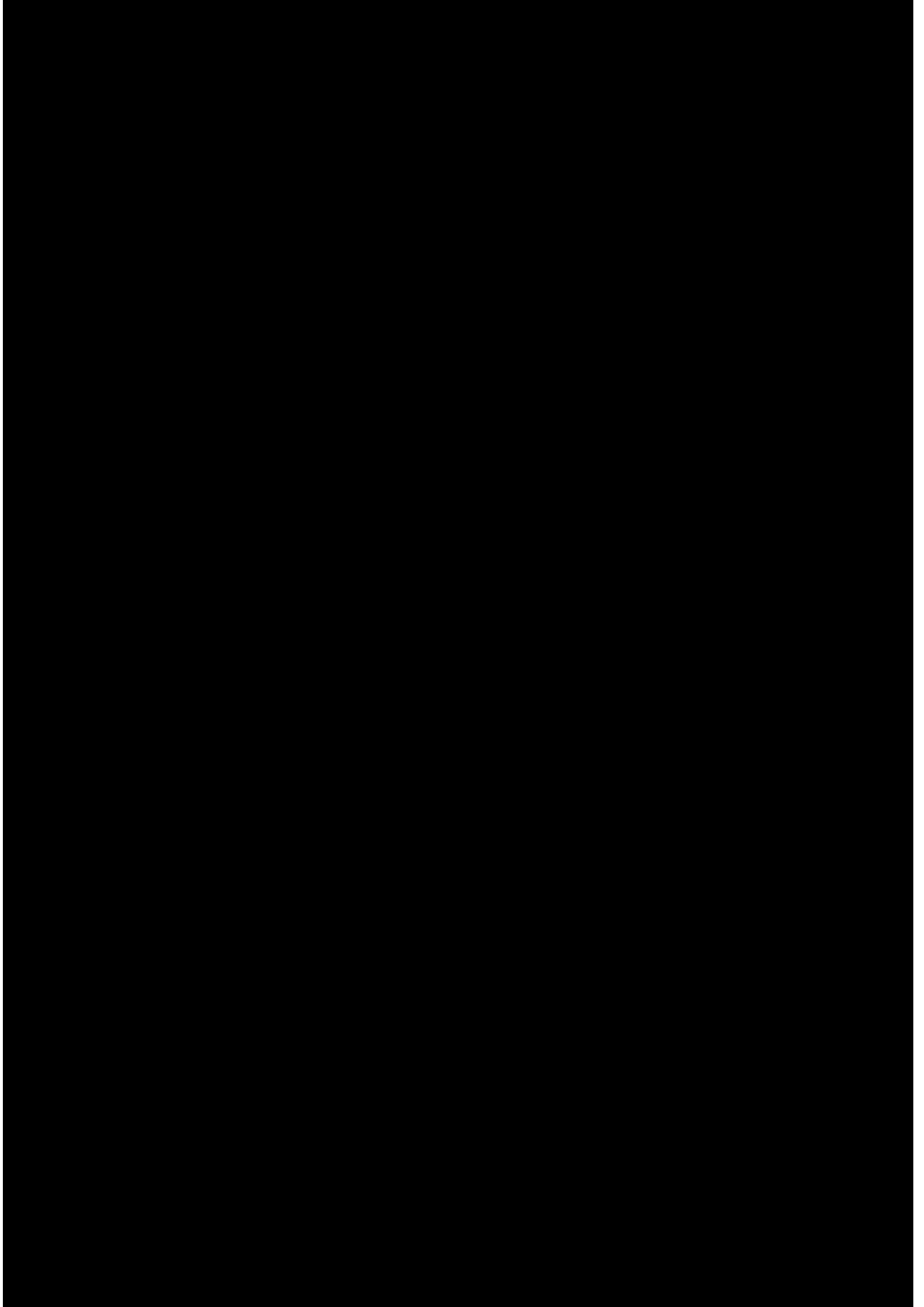
ANNEX A

Customer Project Specification

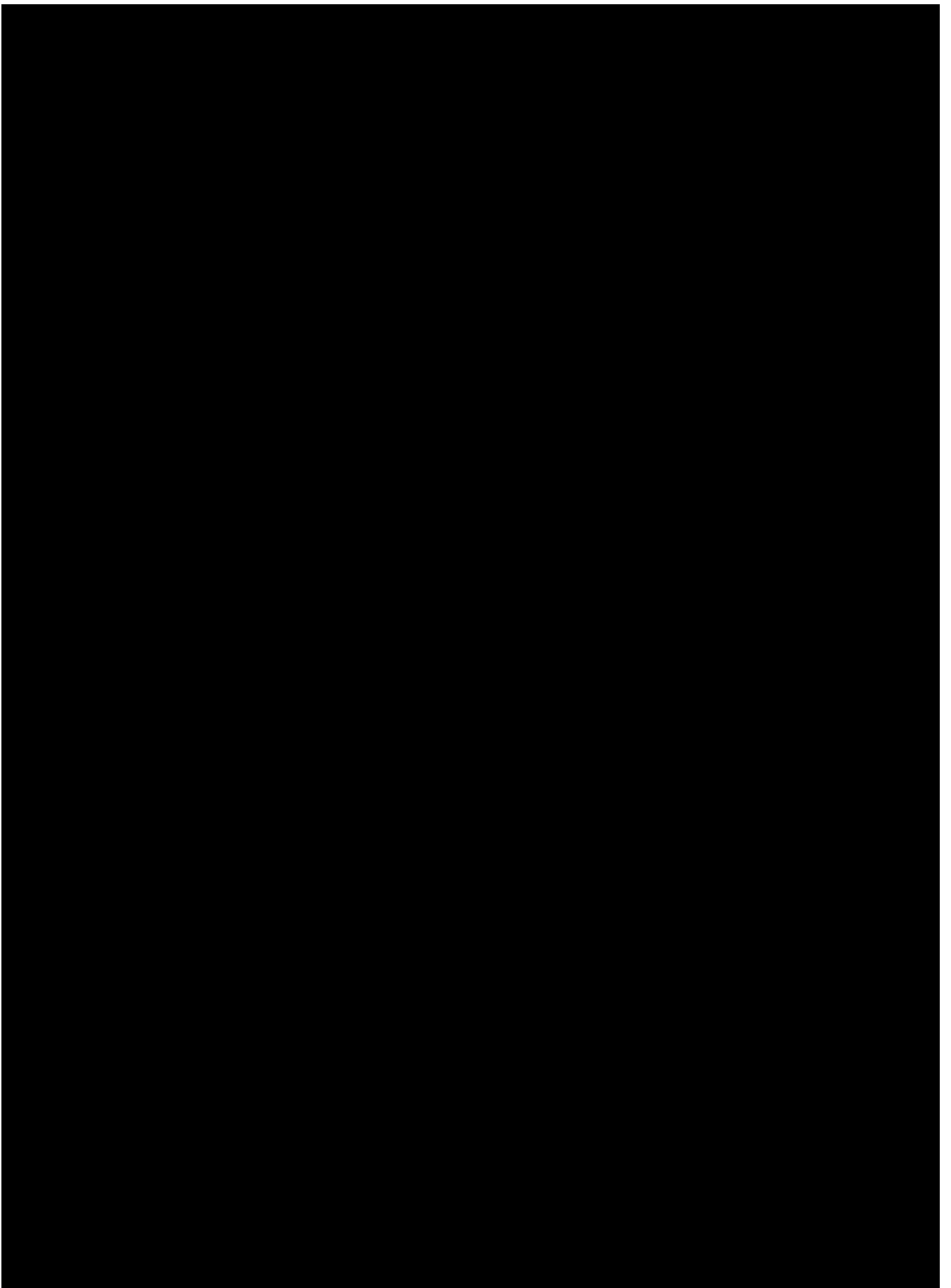


[illegible]

7



04/02/2021



04/02/2021

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

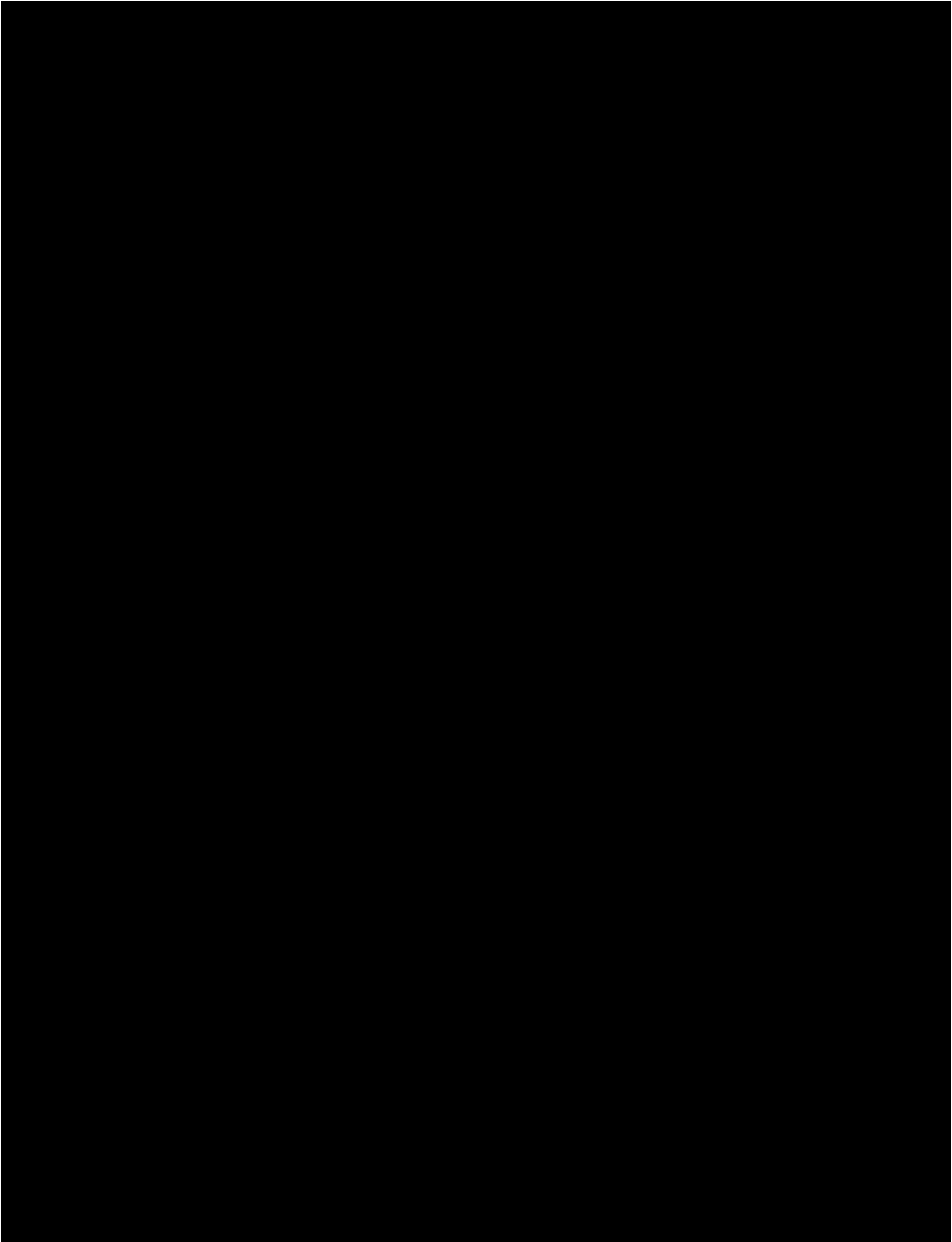
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- [REDACTED]
- [REDACTED]

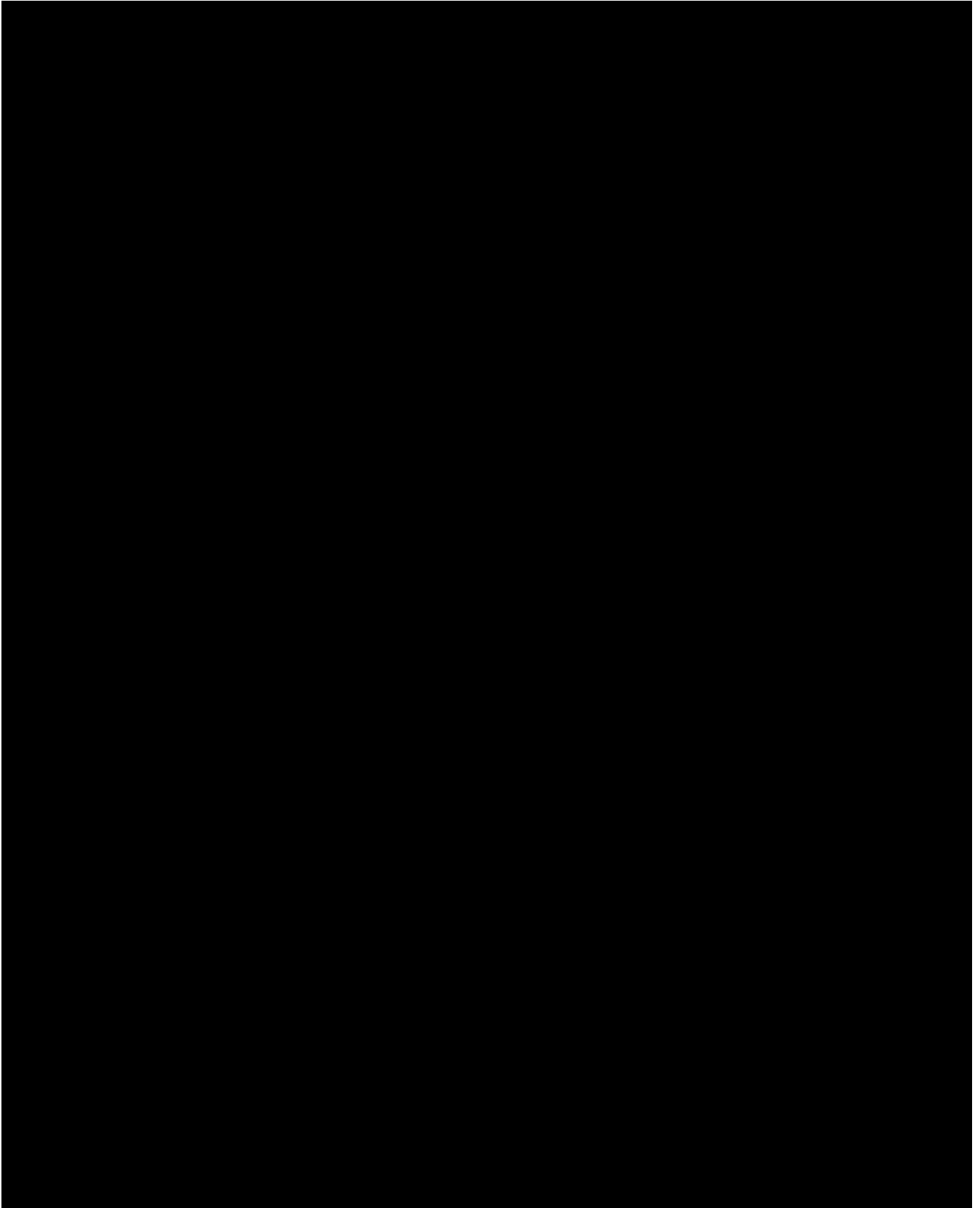
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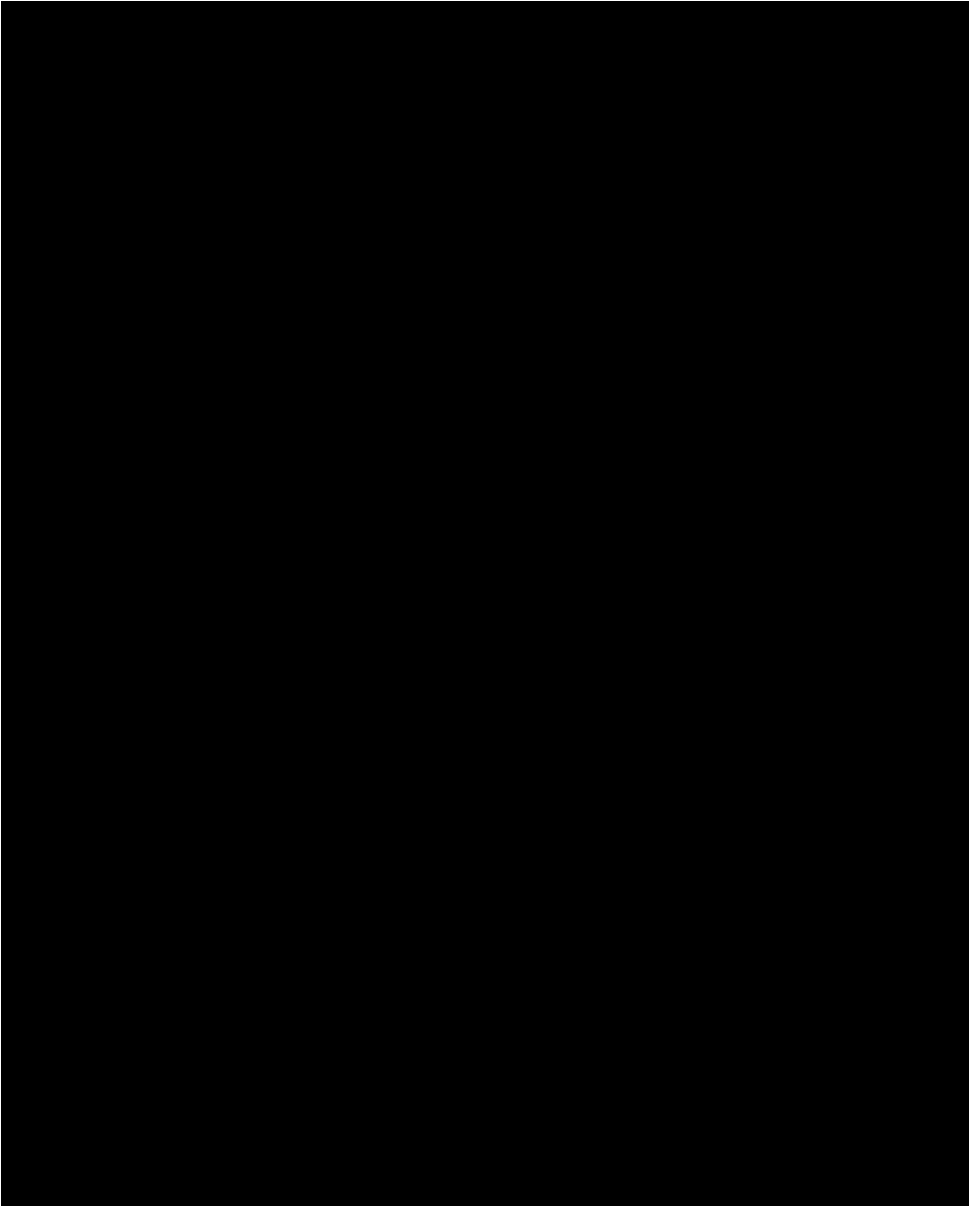
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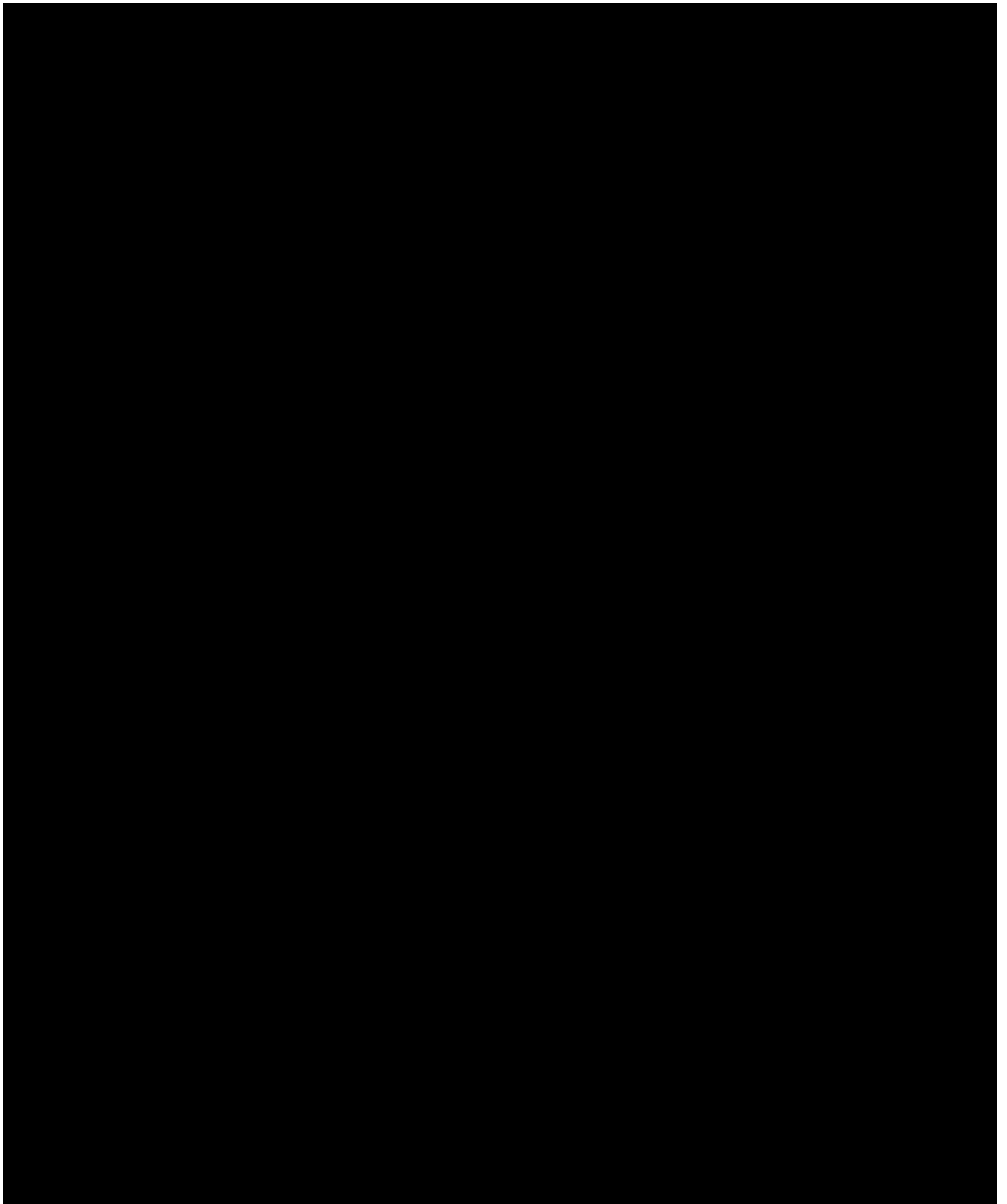
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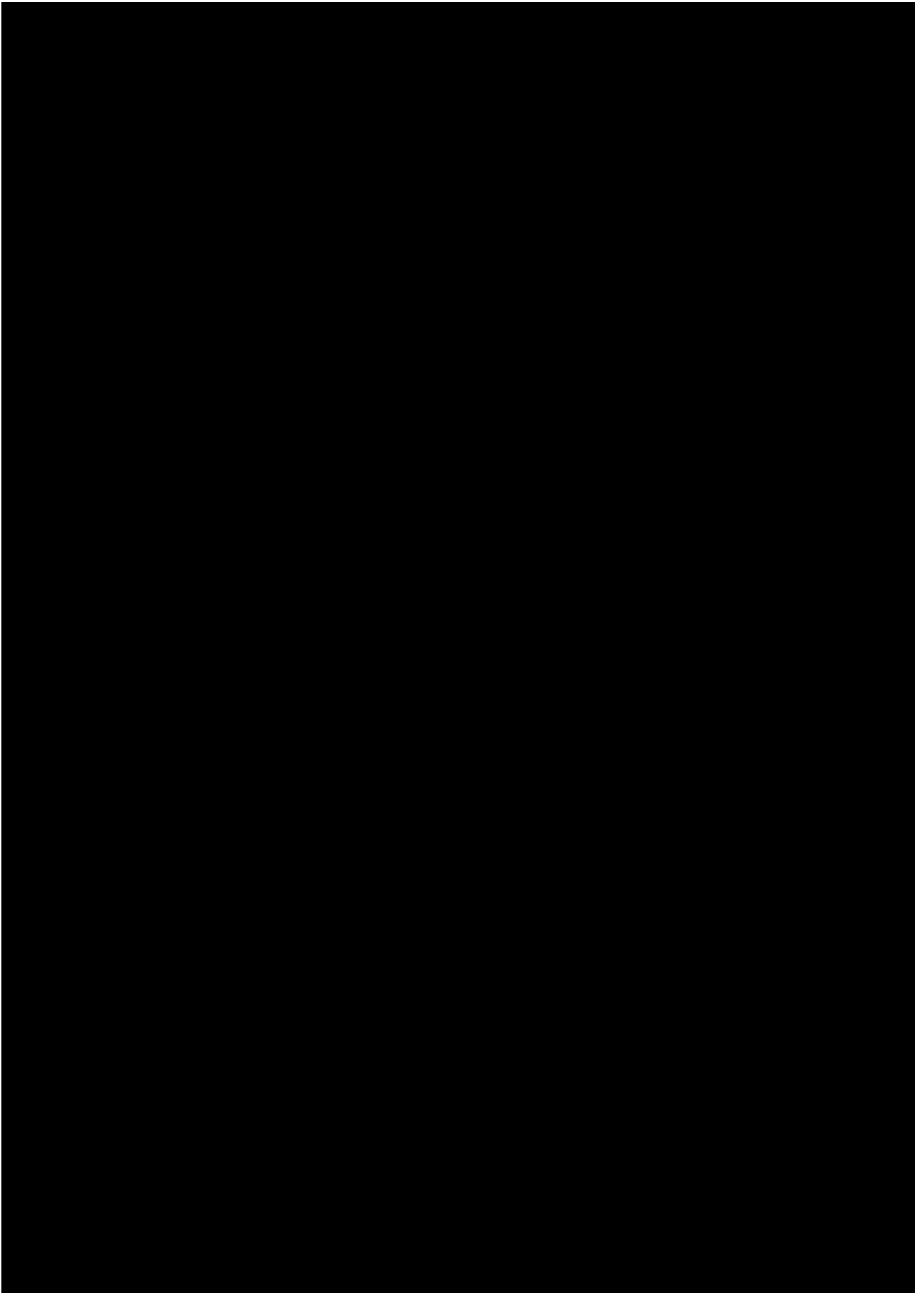
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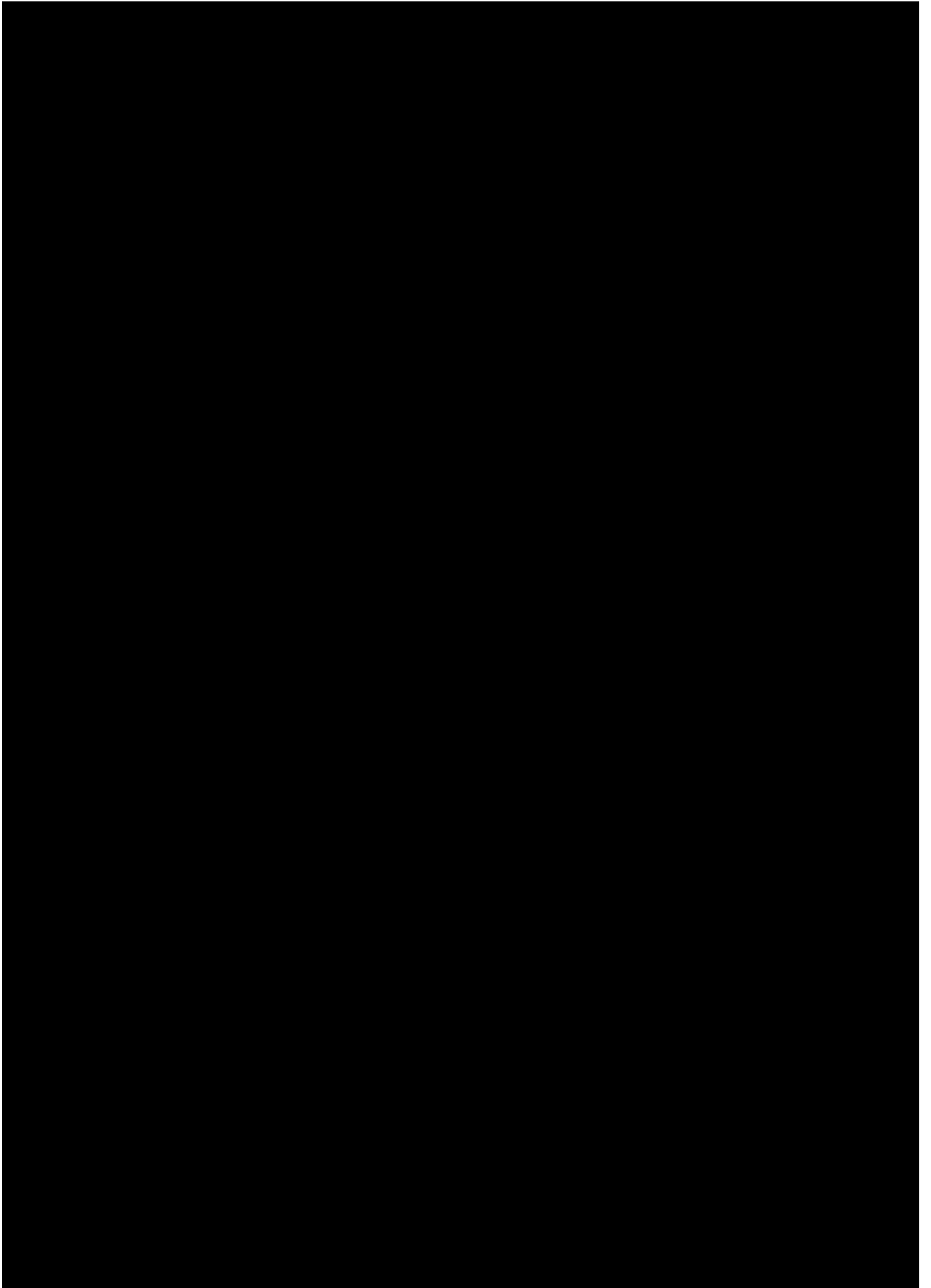




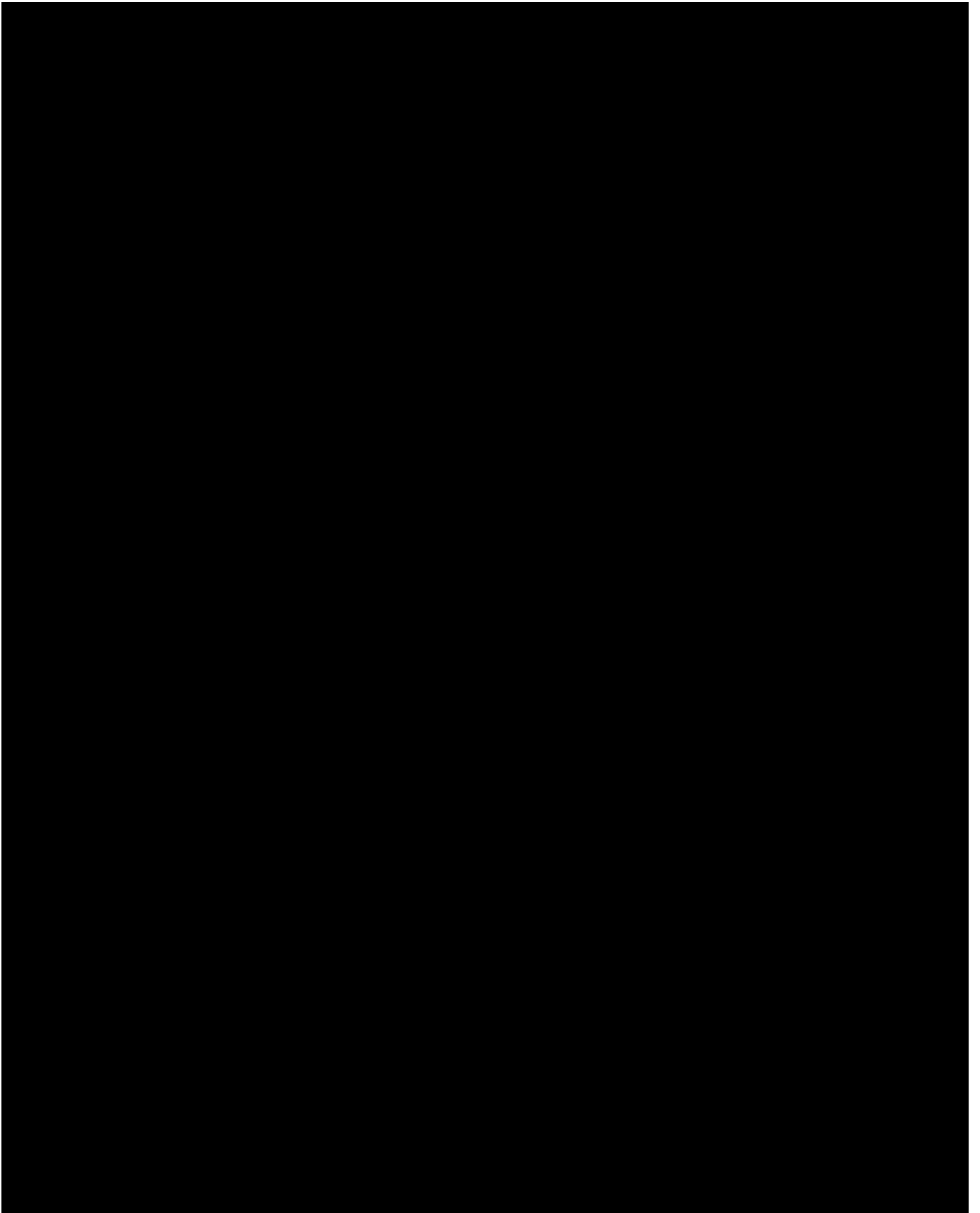




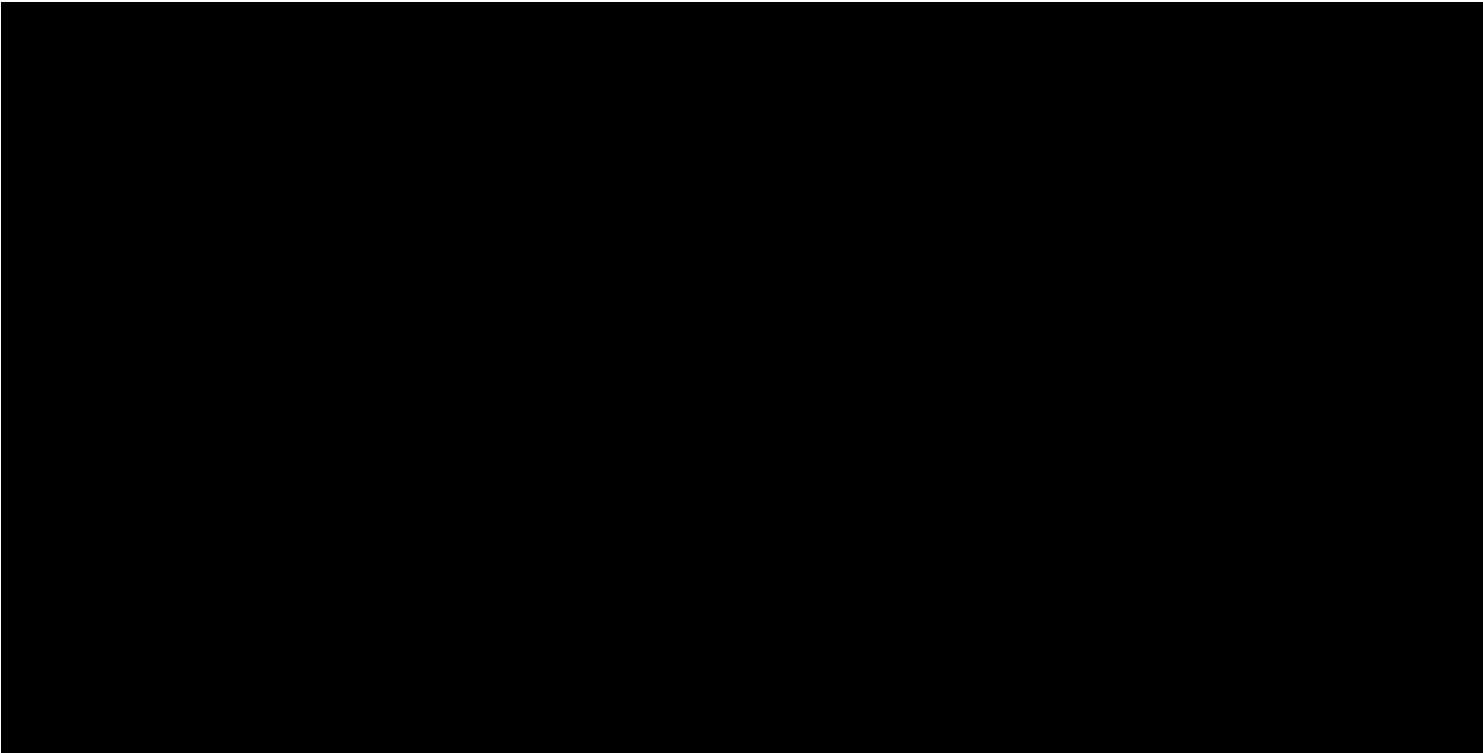
04/02/2021



04/02/2021



Annex 1 – STATEMENT OF WORK



[Redacted line]

Contract Reference TROO0233

Page 27 of 29

04/02/2021

ANNEX B

Supplier Proposal

Attached as a separate document

Part 2: Contract Terms

Attached as a separate document

Part 3: Supplier Costings

