



Department for Transport

Flexiform

[REDACTED]
Commercial Relationship Manager
Department for Transport
[REDACTED]
[REDACTED]
[REDACTED]

Contract Agreement Number: **TATE3018**

13 June 2024

TATE3018

Dear Sir/Madam,

1. On behalf of the Secretary of State for Transport, I accept your proposal for the above-mentioned Contract. This contract is awarded via the YPO Office Furniture Solutions and Associated Services Framework.
2. The Contract will start on 13th June 2024 and finish by 31st August 2024. The delivery date for the final deliverables is 2nd August 2024. The **Firm Price** for the Contract is **£ 53,802.38** exclusive of Value Added Tax. This value cannot be exceeded without written approval from the commercial team.
3. [REDACTED] is the contract manager.
4. Suppliers must be in possession of a written purchase order (PO), before commencing any work under this contract. You must quote the aforementioned PO number on all invoices, and these must be submitted directly to:

[REDACTED]
While email is preferable, if you need to send documents by post, you should send to:

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

5. Invoices received without the correct PO number will be returned to you and will delay receipt of payment.

Yours sincerely,

[REDACTED]

Commercial Relationship Manager