



Department  
for Transport

Department for Transport  
33 Horseferry Road  
London  
SW1P 4DR

PwC UK Ltd  
1 Embankment Place  
WC2N 6RH

FAO: [REDACTED]  
Email: [REDACTED]@pwc.com

Date: 26/01/2021

Procurement ref: **TRCF3040**

Dear [REDACTED]

**Award of contract for WIT Retail Project Review**

Further to your submission of a Tender for the above project, I am writing to advise that the Procurement is now complete.

I am pleased to inform you that your company has been successful and therefore we would like to award the contract to you.

The contract shall commence on the 01/02/2021 and the Expiry Date will be 31/03/2021

This procurement activity was conducted via a competitive, open procurement. This letter and the documents listed below form a binding contract between you and this Department.

- Tender documents issued on 18/12/2020
- Your proposal/quotation submitted on 11/01/2021
- CCS RM6008 Order Form
- Link to the Call-Off Contract Terms <https://assets.crowncommercial.gov.uk/wp-content/uploads/RM6008-MCF2-Call-off-order-form-v5.docx>

The commencement date of this contract will be 01/01/2021 and will expire on 31/03/2021. The Contract Lead, [REDACTED]@dft.gov.uk], will contact you to discuss start up arrangements under this contract.

The firm approved cost for the work will be for £59,705 (exclusive of VAT) and this must not be exceeded.

You will be issued with an official Purchase Order Number. Invoices must quote the correct Purchase Order Number and should be submitted as directed in the Purchase Order to:

[REDACTED]@sharedservicesarvato.co.uk

**Accounts Payable,  
Shared Services Arvato,  
5 Sandringham Park,  
Swansea Vale,  
Swansea**

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

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.

Position: partner

Date: 02/02/2021

Yours sincerely,

[REDACTED] DfT Commercial Manager

Signed for and on behalf of the Department for Transport