



**Department
for Transport**

[REDACTED]
Triad Group PLC
Building 3
Caldecotte Lake Business Park
Milton Keynes
MK7 8LF

Group Commercial Directorate
Department for Transport (DfT)
33 Horseferry Road
Westminster
London
SW1P 2AA

Phone: [REDACTED]

Web Site: www.dft.gov.uk

Date: 15 June 2020

Our ref: TIT0172

Dear Supplier,

ROS Support and Maintenance, Contract Number: TIT0172

On behalf of the Secretary of State for Transport, I accept your quotation dated 17 April 2020 for £50,000 for the support and Maintenance of the ROS System. This letter and your quotation constitutes a binding contract between yourselves and the Department for Transport and will be subject to the Department for Transport Short Terms and Conditions. The document's listed below form a binding contract between you and the Department for Transport.

1. This award letter;
2. The terms and conditions of PPRO/04/09/39; and
3. Your Quotation dated 17th April 2020

The contract will commence on 12 April 2020 (backdated) and will run for a period of 12 months ending on 11 April 2021 with no option for the Department for Transport to extend.

You must be in possession of a written purchase order (PO), before commencing any work, or supplying any goods, under this contract. The Purchase Order Number for this contract will be provided as soon as possible. Invoices submitted to the Department must also quote the PO number and must be submitted in accordance with DfT's Invoicing Procedures embedded below.

[REDACTED]
Please contact [REDACTED] by telephone on [REDACTED] or via email at [REDACTED]
[REDACTED]@dft.gov.uk to discuss arrangements for commencement of the contract.

Please acknowledge your receipt acceptance of this letter by signing in the allocated space below and returning to me an electronic scanned copy via email, I look forward to hearing from you.

Yours sincerely

Sent via email unsigned

[REDACTED]
Procurement Business Partner
Department for Transport

[REDACTED] [s@dft.gov.uk](mailto:[REDACTED]@dft.gov.uk)
On behalf of the Secretary of State for
Transport

Accepted for and on behalf of Triad
Group PLC [REDACTED]

[REDACTED]
[REDACTED]

Capacity [REDACTED]

Date 15.06.20

Robertson
IT Business Analyst, RTFO Unit
D/06, Ashdown House
Sedlescombe Road North
St Leonards on Sea
TN37 7GA

17 April 2020

Contract Reference: PPRO 04/09/39 -Maintenance & Support for RTFO

Dear Andy,

Further to your email of 17 April 2020, please accept this letter as confirmation of our agreement to the continuation of the ROS Maintenance and Support contract for a period of up to 12 months, effective 12 April 2020.

We agree to hold the costs for the service at the current level, that being E50,000 per annum- This will continue to be invoiced quarterly in advance.

Terms and conditions will remain as per the existing contract reference stated above and we acknowledge your right to terminate the contract by providing 2 months written notice.

Kind Regards,

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke.

Tim Eckes

Client Services Director