



Department  
for Transport

**Total Jobs**

FAO: [REDACTED]

Email: [REDACTED]@totaljobs.com

\*SENT ELECTRONICALLY\*

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

Web site: [www.dft.gov.uk](http://www.dft.gov.uk)

**Friday, 22 July 2022**

DfT Reference: TRHR3229

**CONTRACT AWARD NOTICE**

Dear [REDACTED],

Title: DfT Provision of External Advertising for Digital Services (Total Jobs)

1. On behalf of the Secretary of State for Transport, I formally accept your quotation (attached below for reference) for the provision of external advertising services across multiple job boards as supplied via Total Jobs.



Totaljobs.com -  
Q-71658.pdf

2. The Fixed Price for this Contract is **£11,000.00 excluding VAT**.
3. The duration of this contract is for **12 months** and will run from **01/07/2022** to **30/06/2023**.
4. 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@dftssc.gsi.gov.uk](mailto:SSa.invoice@dftssc.gsi.gov.uk)

Or post:

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

5. 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

If you, the supplier, **Total Jobs** are content to enter into a binding contract with the Department for Transport (DfT), 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.

Signed

Name.

Position Head of Legal

Date: 22/07/2022

Yours sincerely,

**MCIPS**

DfT Commercial Manager

Group Commercial Directorate

By authority of the Secretary of State for Transport