



Department for Transport

Knight Frank LLP

Forum St Paul's

33 Guitar Lane

London

EC2V 8AS

FAO: [REDACTED]

Email: [REDACTED]@knightfrank.com

SENT ELECTRONICALLY

[REDACTED]
Commercial Manager
Group Commercial Directorate
Great Minster House
33 Horseferry Road
London SW1P 4DR
Direct line:

Tel: [REDACTED]

Email: [REDACTED]@dft.gov.uk

Web site: www.dft.gov.uk

Monday, 13 September 2021

CONTRACT AWARD NOTICE

DfT Reference: **TRCF3060**

Contract Title: **Provision of Property Valuation & Disposal Advice**

1. On behalf of the Secretary of State for Transport, I accept your quote dated 21/07/2021 (attached for reference) for the above-mentioned Contract. This letter and the documents listed below form a binding contract between you and this Department.
 - Knight Frank email quotation (KF Quotation)
 - DfT Scope (TH Eastern Scope)
 - RM6168 Short-Form Order Form
2. This procurement was conducted by way of a direct award via CCS framework RM6168 Estate Management Services, Lot 2. The framework terms and conditions shall apply to this contract. <https://www.crowncommercial.gov.uk/agreements/RM6168>
3. The contract is to be let under Department for Transport's standard terms of agreement (pasted below on pages 3 to 5)
4. The Fixed Price for this Contract is **£19,750.00** excluding VAT.
5. The active period of this contract is from 13 September 2021 till 01 December 2021.
6. 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:
SSa.invoice@sharedservicesarvato.co.uk

Or by post to:

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

**Swansea Vale,
Swansea
SA7 0EA.**

7. 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] – email: [REDACTED]@[dft.gov.uk](mailto:[REDACTED]@dft.gov.uk)

If you, the supplier, **Knight Frank**, 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:	[REDACTED]
[REDACTED]	
Position	
Date:...	

Yours sincerely,

[REDACTED]

[REDACTED], DfT Commercial Manager
By authority of the Secretary of State for Transport