



Department
for Transport

OFFICIAL

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London, SW1P 4DR

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One Two Agency
Unit 5
Centurion Court
Farington
Leyland
Lancashire PR25 3UQ

Attn: [REDACTED]
[REDACTED]

Date: 29 April 2024

Procurement ref: TROP0095

Dear [REDACTED],

Award of contract for Hybrid Events/Event Management

Following our recent correspondence, I can now confirm that all internal approvals have been confirmed and I am therefore delighted to inform you that your organisation has now been awarded the Contract which has been signed by both parties.

The call-off contract shall commence 24 April 2024 the expiry date will be 23 April 2026.

The Authority reserves the option to extend the call-off contract by 2 periods of 1 year (1+1).

End date of extension period 1: 23 April 2027

End date of extension period 2: 23 April 2028

The optional extensions are subject to the Authority's business needs and supplier performance.

The total contract value for the initial term and extensions shall not exceed £240,000 (excluding VAT).

This procurement activity was conducted under the RM6124 Communications Marketplace, Lot number 3 and the framework terms and conditions shall apply. A copy of the contract is provided with this award letter and includes those framework terms and conditions.



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Should you have any queries regarding this, or any other matter please do not hesitate to contact me.

Yours faithfully,

[REDACTED]

Signed for and on behalf of **the Secretary of State for Transport**