



Department  
for Transport

FAO: [REDACTED]  
MindGym PLC  
160 Kensington High Street  
London  
W8 7RG  
UK

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Dear Madam,

**TROO0212- Delivery of Change Courses for Rail Group: CONTRACT AWARD**

1. On behalf of the Secretary of State for Transport, I accept the quotes you submitted from 23<sup>rd</sup> December 2019 for the above-mentioned Contract. This letter and the documents listed below form a binding contract between you and this Department;

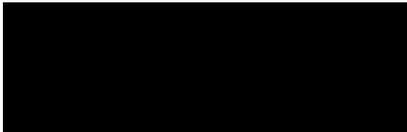
Your quotes titled:

- I. DfT\_Quote\_Creasting the Curve
  - II. MindGym Quote – Building Belief – 05.02.20
  - III. Quote – Building Belief
  - IV. Purchase order conditions of Contract, **25th May 2018 as found on:** <https://www.gov.uk/government/publications/purchase-order-conditions-of-contract>
2. The operative period of the Contract will commence on the date of this letter and will operate until 28<sup>th</sup> February 2021.
  3. The **firm price** for the Contract is up to **£18,850**, exclusive of Value Added Tax.
  4. Suppliers must be in possession of a written purchase order (PO), before commencing any work under this contract. You must quote the aforementioned PO number on all invoices, and these must be submitted directly to:

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

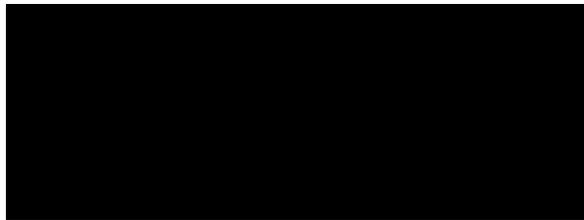
5. Invoices received without the correct PO number will be returned to you and will delay receipt of payment.
6. Please acknowledge receipt of this letter. The business area within the Department for Transport will contact you shortly to arrange commencement of the work.

Yours sincerely,



by authority of the Secretary of State for Transport

I hereby confirm receipt of the above letter for: TROO0212: Delivery for Change Courses for Rail Group



Date:

Status:

