



Department
for Transport

Commercial Relationship Manager
Department for Transport
Great Minster House
33 Horseferry Road
London SW1P 4DR

Glasgows
Unit 5, Centurion Court
Leyland
Lancashire
PR25 3UQ

Date: 7th December 2022
Contract Reference: TROO0248

Attn: [REDACTED]
Email: [REDACTED]

Dear Tim,

Contract Variation no.1: Events Management Partner for Virtual Events

1. On behalf of the Secretary of State for Transport, this letter confirms a variation to the length of the contract detailed in the award letter dated 31st March 2021.
2. The contract length has been extended by a year and will continue from 1st April 2023 and expire on **31st March 2024**.
3. The contract value remains unchanged at £240,000 excluding VAT.
4. As per the Call Off Form, there is no value assigned to this contract. All work called off from this contract will have a budget allocated to it and this will be indicated in the Statement of Work Call Off Form.
5. The terms and conditions of the contract are unchanged.
6. If you are content with this variation, please sign a copy of this letter and return to me via email.
7. Should you have any queries regarding this, please do not hesitate to contact me.

Yours sincerely

[REDACTED]
Commercial Relationship Manager

[REDACTED]
On behalf of the Secretary of State for Transport

Accepted for and on behalf of Glasgows by:-

Signature:



Name:



Capacity: Joint Managing Director

Date: 08/12/22