



# Department for Transport

FOA [REDACTED]  
LOW CARBON VEHICLE PARTNERSHIP  
3 Birdcage Walk  
London  
SW1H 3JJ

Via email to [REDACTED]

[REDACTED]  
Commercial Relationship Manager  
Roads, Places Environment &  
Future Mobility  
Department for Transport  
Group Commercial Directorate  
Great Minster House  
38 Horseferry Road,  
Westminster,  
London SW1P 4DR

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

**Our Ref: TETI0058**

Date 11/11/2022

## OFFICIAL

Dear [REDACTED],

### **Contract Title: TETI0058 Developing a Zero Emission Vehicle Repower Accreditation Scheme for Buses**

On behalf of the Secretary of State for Transport I am authorised to award you the above contract.

This contract will be formed between the following parties:

The Buyer: The Department for Transport.  
Address: 33 Horseferry Road, London, SW1P 4DR

The Supplier: LOW CARBON VEHICLE PARTNERSHIP  
Address: 3 Birdcage Walk, London SW1H 9JH  
D&B Number: 211577851  
Company number: 06853328

1. The documents listed below form a binding contract between the Supplier and Buyer:

- (i) Mid-Tier Contracts T&Cs:



(ii) Our Statement of Requirements:



(iii) Your Proposal submission:



2. The contract will be commencing on 16/11/2022, ending on 31/03/2023.
3. The firm price for the contract is £158,750 excluding VAT. This amount is not to be exceeded without the Department's prior permission in writing.
4. You will be issued with an official Purchase Order Number. Invoices must quote the correct Purchase Order Number and should be submitted as directed **in the Purchase Order to:**

**Accounts Payable,  
DfT Shared Service Centre,  
5 Sandringham Park,  
  
Swansea Vale,  
Swansea  
SA7 0EA.**

**Or via email to [SSa.invoice@sharedservicesarvato.co.uk](mailto:SSa.invoice@sharedservicesarvato.co.uk)**

Invoices received without the correct Purchase Order Number are likely to be returned to you and will delay receipt of payment.

5. Please acknowledge receipt of this letter by countersigning and returning to the Commercial Relationship Manager. You may contact the Contract Manager, [REDACTED] [REDACTED] to discuss any matters relating to the commencement of the Contract.

Yours sincerely

[Redacted signature]

[Redacted name]

Commercial Relationship Management Lead  
by authority of the **Secretary of State for Transport**

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| <p>Signed:..... [Redacted signature]</p> <p>Name:..... [Redacted name] – CEO Low carbon Vehicle Partnership Trading as Zemo Partnership .....</p> <p>Date:..... 14 – Nov - 2022.....</p> |
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