



# Department for Transport

[REDACTED]  
Oxford Global Projects  
[REDACTED]

By email

[REDACTED]  
Commercial Relationship Manager  
Department for Transport  
Group Commercial Directorate  
D06 Ashdown House  
Sedlescombe Road North  
TN37 7GA  
Direct Line: [REDACTED]  
[REDACTED]

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

Our Ref: TRSAS0007

20 March 2018

Dear Sir/Madam

## **Contract Number TRSAS0007 – Optimism Bias – Developing the Evidence Base**

1. On behalf of the Secretary of State for Transport, the documents listed below form a binding contract between you and this Department.
  - (i) Project Initiation Document issued to you 20 February 2018 setting out the requirement.
  - (ii) Your revised letter of proposal dated 14 March 2019.
  - (ii) Department for Transport purchase order terms and conditions at <https://www.gov.uk/government/publications/purchase-order-conditions-of-contract>
3. The contract will be commencing on 20 March 2019, ending on 28 June 2019.
4. The firm price for the contract will be £64,000 ex VAT this amount is not to be exceeded without the Department's prior permission in writing.
5. You will be issued with an official Purchase Order Number. This replaces any existing payment arrangements you may have made. Invoices must quote the correct Purchase Order Number and should be submitted **in the Purchase Order to:**

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

Or via email to [REDACTED]

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

6. Please acknowledge receipt of this letter. You may contact the Contract Manager, [REDACTED] to discuss any matters relating to the commencement of the Contract.

Yours sincerely

[REDACTED]

[REDACTED]

[REDACTED] Secretary of State for Transport

Signed:.....
Name:.....
Date:.....