



Redacted under section 40 FOIA 2000 exemptions: personal information.

Junction17 Defensive Driver Training Ltd  
PO BOX 185  
Sandbach  
Cheshire  
CW11 1PB

**Redacted**  
The Cube  
199 Wharfside Street  
Birmingham  
B1 1RN

Direct Line: **Redacted**

06 June 2016

For the attention of **Redacted**  
(cc. **Redacted**)

Dear **Redacted**,

**OFFICIAL – SENSITIVE  
NOTIFICATION OF AWARD**

**NATIONAL TRAFFIC OFFICER TRAINING FRAMEWORK  
OJEU REFERENCE: 2014/S 099-173171**

**TO36 (Lot 1) – Assessor Qualification for the Assurance and Compliance Team**

On behalf of Highways England, I accept your offer to undertake the attached work (Annex A) under the terms of the above contract. This task order will run from 20 June 2016 up to and including 20 December 2016.

You should note that we will not pay for any work in excess of £14,400.00 (excluding VAT) unless it has been specifically authorised in writing by our Procurement Team and is within the terms of the Agreement.

Any travelling expenses are to be agreed in advance with the project sponsor and are subject to the terms and conditions of the Agreement.

Invoices should be forwarded directly to Highways England, FS Payments, The Cube, 199 Wharfside Street, Birmingham, B1 1RN Quoting **Redacted** (the Project Sponsor), the Agreement Reference, Cost Centre and a BPA No. that will be advised.

Please acknowledge receipt of this letter.

Yours sincerely

**Redacted**  
Commercial and Procurement