



## Department for Transport

Department for Transport  
Group Commercial Directorate  
Great Minster House  
33 Horseferry Road  
London SW1P 4DR  
Tel: 07977 435445  
Email: [REDACTED]@dft.gov.uk

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

**Tuesday, 15 August 2023**

**Knowledge Transfer Network Ltd  
(KTN)**

Suite 218, Business Design Centre  
52 Upper St,  
London  
N1 0QH

FAO: [REDACTED]

\*SENT ELECTRONICALLY\*

**CONTRACT AWARD NOTICE**

DfT Reference: **TMRP3006 - Infrastructure Industry Innovation Partnership (i3P)**

Dear [REDACTED]

On behalf of the Secretary of State for Transport, I am writing to accept your quotation for membership of the i3P partnership for a one-year period, terminating on 01/04/2024. The firm annual subscription fee for this membership agreement is £30,000.00 excl. VAT, as set out in the collaboration agreement.

The Infrastructure Industry Innovation Partnership (i3P) is a Knowledge Transfer Network (KTN) programme that has been established to develop, share and promote innovation across the infrastructure industry and to provide strategic direction for innovation investment.

The following documents constitute a binding agreement between you, KTN (the supplier), and the Department for Transport (the client):

- Signed i3P collaboration agreement for client and supply chain investor members.

You will be issued with a Purchase Order number for this contract and will need to quote this number on all invoices, which should be submitted directly to:

Via email: [SSa.invoice@sharedservicesarvato.co.uk](mailto:SSa.invoice@sharedservicesarvato.co.uk)

Or post:

**Accounts Payable,  
Shared Services Arvato,  
5 Sandringham Park,  
Swansea Vale,  
Swansea  
SA7 0EA.**

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

The Contract Manager for this agreement is [REDACTED] [@dft.gov.uk](mailto:[REDACTED]@dft.gov.uk)

Please acknowledge receipt of this letter within 5 business days of the letter issue date  
11/08/2023

Yours sincerely,

[REDACTED]

[REDACTED]  
**DfT Commercial Manager**  
**Group Commercial Directorate**  
**By authority of the Secretary of State for Transport**