



Department for Transport

Creative Concern Limited
Fourth Floor,
Fairbairn Building
72 Sackville Street
Manchester
M1 3NJ

Via email to:



Group Commercial Directorate
Department for Transport (DfT)
33 Horseferry Road
Westminster
London
SW1P 4DR

Mob:



Web Site: www.dft.gov.uk

Our ref: TSPO3005

Date: 03 February 2025

Dear Supplier

Contract number – TSPO3005
Contract Title – INTS Regional Roadshows

On behalf of the Secretary of State for Transport, I am writing to formally notify you that the Department for Transport wishes to contract you for services pertaining to the INTS Regional Roadshows.

This letter and the documents listed below form a binding contract between you and the Department for Transport.

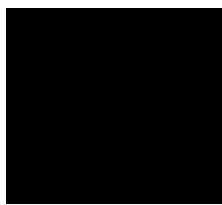
1. The Signed Contract Order Form and Conditions (embedded below)
2. This Award Letter.



TSPO3005 INTS
Regional Roadshows

This Contract will commence on 24 January 2025 and expire on 30 April 2025 with an option to extend for an additional 3 months. The total value of the contract is up to £200,000 exc VAT.

The Purchase Order Number for this contract will be provided as soon as possible. Invoices submitted to the Department must also quote the PO number and must be submitted in accordance with DfT's Invoicing Procedures embedded below.



Please contact the Contract Owner [REDACTED] on telephone number [REDACTED] or via email [REDACTED] to discuss arrangements for commencement of the contract.

Please acknowledge your receipt, understanding and acceptance of this letter by signing in the allocated space below and returning to me via email to

[\[REDACTED\]](#)

Yours sincerely

Sent via email unsigned

[REDACTED]

**Commercial Relationship Manager
Department for Transport**

[REDACTED]

On behalf of the Secretary of State for Transport

Accepted for and on behalf of Creative Concern Limited by:-

Signature:

[REDACTED]

Name:

[REDACTED]

Capacity:

[REDACTED]

Date 03 February