



Department for Transport

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

Via email to:

Our ref: TIT 0185

Date: 8 September 2020

Dear Supplier

**Contract number & Title: TIT 0185 – E Scooter Data**

On behalf of the Secretary of State for Transport, I accept your proposal of 7 September 2020.

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

1. The Department for Transport Short Form T&Cs
2. Your proposal of 7 September 2020

The contract will commence on 8 September 2020 and expire on 7 September 2021 with DfT having the option to break the contract with one month's written notice, as stated in DfT's short form T&Cs imbedded above.

The initial commitment to spend is £206,850 excluding VAT, which covers the initial build of the system with the option to increase up to £100,000 if required.

DfT also has the option to take up a support service at a cost of £150,000 for 12 months with an additional option of 100 development days at an extra cost of £90,000, as set out in the supplier's proposal imbedded above. Any variation from the initial commitment set out above will be agreed by both parties and formally signed off as a contract change notice prior to the commencement of work.

You must be in possession of a written purchase order (PO), before commencing any work, or supplying any goods, under this contract. The Purchase Order Number for this contract will be provided as soon as possible.

Invoices submitted to the Department must quote the PO number and must be submitted in accordance with DfT's Invoicing Procedures embedded below:



Invoices will be paid monthly in arrears, however, before submitting an invoice, you must provide an accurate record of the number of days worked of each person and in what role capacity to the contract owner [redacted]. You can contact [redacted] on telephone number [redacted] or via email [redacted]. You can also contact [redacted] to discuss arrangements for commencement of the contract.

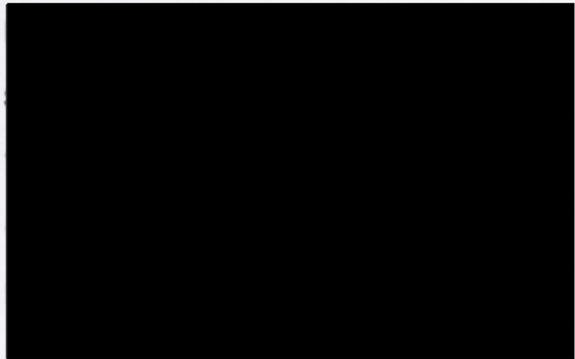
Please acknowledge your receipt, understanding and acceptance of this letter by signing in the allocated space below and returning to me via email to [redacted]



Yours sincerely

*Sent via email unsigned*



Accepted for and on behalf of <b>Valtech</b> 
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On behalf of the Secretary of State for Transport