

Department for Transport Group Commercial Directorate Great Minster House Horseferry Road London SW1P 4DR

RDC Aviation Ltd. (By Email)

04 January 2021

Dear

THEP3026 – RDC Aviation Data: CONTRACT AWARD

- On behalf of the Secretary of State for Transport, I accept your tender you submitted 17/12/2020 for the above-mentioned Contract. This letter and the documents listed below form a binding contract between you and this Department;
 - I. Your tender dated 17/12/2020 RDC Aviation Products Apex, Airport Charges subscriptions.
 - II. Purchase order conditions of Contract, **25th May 2018 as found** on: <u>https://www.gov.uk/government/publications/purchase-order-</u> conditions-of-contract

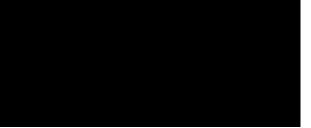


- 2. The operative period of the Contract will commence on the 14/12/2020 until 14/12/2021.
- 3. The Firm Price for the Contract is £29,500.00, exclusive of Value Added Tax.
- 4. Suppliers must be in possession of a written purchase order (PO), before commencing any work under this contract. You must quote the aforementioned PO number on all invoices, and these must be submitted directly to:

<u>SSa.invoice@sharedservicesarvato.co.uk</u> Accounts Payable, Shared Services arvato, 5 Sandringham Park, Swansea Vale, Swansea SA7 0EA

- 5. Invoices received without the correct PO number will be returned to you and will delay receipt of payment.
- 6. Your DfT contract lead will be
- 7. Please acknowledge receipt of this letter. The business area within the Department for Transport will contact you shortly to arrange commencement of the work.

Yours sincerely,



by authority of the Secretary of State for Transport

I hereby confirm receipt of the above letter for: THEP3026 - RDC Aviation Data

