



Department
for Transport

The Knowledge Academy Limited

Reflex

Cain Road

Bracknell, Berkshire

RG12 1HL

FAO [REDACTED]

SENT ELECTRONICALLY

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

Web site: www.dft.gov.uk

19/05/2025

Monday, 19 May 2025

CONTRACT AWARD NOTICE

Dear [REDACTED],

DfT Reference: TANL3043

Contract Title: Provision of Coding E-Learning

1. On behalf of the Secretary of State for Transport, this formal notice is confirmation that we have received a signed Schedule 1 Contract Order form, dated 06/05/2025 (Annex 1), therefore, the formal award process is now complete.
2. In line with our transparency requirements, a redacted copy of the Schedule 1 Order Form and this notice will be published on [Contracts Finder](#) within 30 days of 06/05/2025.
3. The maximum value for this contract is **£30,000.00**. excluding VAT.
4. The validity period of this contract is from 06/05/2025 till 06/05/2026, with the option to extend by two-years in yearly increments (1+1+1). Contract extensions are subject to receiving written confirmation from the Department.
5. 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:

Invoices to - SSa.invoice@Ubusinessservices.co.uk

While email is preferable, if you need to send documents by post, you should send to:

Unity Business Services (UBS)
5 Sandringham Park
Swansea Vale
Swansea
SA7 0EA

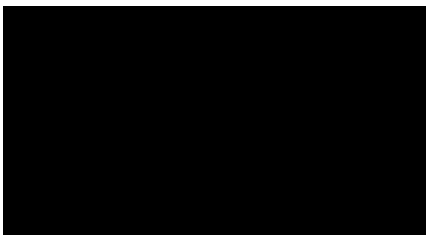
Should you have any issues relating to invoices or payment and need to contact the Unity Business Services (UBS) support desk, you can email them at support@Ubusinessservices.co.uk or the telephone number is 0344 892 0343.

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

This letter (including the documents referred to in it) and the copy you return will form the binding contract.

Please confirm receipt via email, to [REDACTED] [@dft.gov.uk](mailto:[REDACTED]@dft.gov.uk).

Yours sincerely,

A large black rectangular box redacting the signature of the DfT Commercial Manager.

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

Annex 1

Schedule 1 Contract Order Form & Terms and Conditions

