



Department for Transport

Identity Holdings
30 – 34 North Street
Hailsham
East Sussex
BN27 1DW

Via email:
[REDACTED]

[REDACTED]
Commercial Relationship Management
Lead
Department for Transport
Group Commercial Directorate
Great Minster House
33 Horseferry Road,
Westminster,
London SW1P 4DR

[REDACTED]
Web Site: www.dft.gov.uk

Our Ref: TRSS10143

Date 14th April 2021

Dear [REDACTED]

Contract Number TRSS10143 Provision of Haulier Information and Advice Sites and COVID Testing Services

1. I am pleased to inform you that the Department accepts your proposal in relation to the above contract
2. On behalf of the Secretary of State for Transport, the documents listed below, form a binding contract between you and this Department.
 - (i) The statement of requirements issued by the Department as itt_255 - Provision of Haulier Information & Advice Sites and COVID Testing Services
 - (ii) Your proposal dated 11th April 2021. We recognise the assumptions and caveats contained in your pricing document and this will be discussed and mutually agreed as part of the contract management plan agreed between Identity Holdings and the Department
 - (iii) DfT's standard terms and conditions for services above £5m, embedded as appendix 1 in this letter.
3. The contract will start on began on 1 May 2021, ending on 30 April 2022.
4. The maximum contract value will be £50, 000 000.00 ex VAT this amount is not to be exceeded without the Commercial Team's prior permission in writing. Please note as the nature of this contract depends on demand this total amount is not guaranteed.
5. You will be issued with an official Purchase Order Number. This replaces any existing payment arrangements you may have made. Invoices must quote the correct Purchase Order Number and should be submitted as directed **in the Purchase Order to:**

***Accounts Payable,
DfT Shared Service Centre,
5 Sandringham Park,***

**Swansea Vale,
Swansea
SA7 0EA.**

Or via email to SSa.invoice@sharedservicesarvato.co.uk

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

6. Please sign a copy of this letter to confirm your acceptance of the contents and return it to [REDACTED]. You may contact the Contract Manager, [REDACTED] [REDACTED] to discuss any matters relating to the commencement of the Contract.

Yours faithfully

[REDACTED]

Deputy Director
Group Commercial Directorate

By authority of the Secretary of State for Transport

Signed:
Name:
Date:

[REDACTED]