



Department
for Transport

Computacenter (UK) Ltd
Hatfield Avenue
HATFIELD
AL10 9TW

Department for Transport
Business Partner
Group Procurement & Property Division
Business Partner Team
Zone D/06
Ashdown House
Sedlescombe-Road-North
St Leonards-on-Sea
East Sussex
TN37 7GA

Web site: www.dft.gov.

11th March 2016

Dear

**CLIENT HARDWARE FOR ITCS- TOSHIBA PORTEGE Z30-C-10N LAPTOPS
CCS FRAMEWORK TECHNOLOGY PRODUCTS (RM1054)
CONTRACT REF: PPRO 4/47/125**

1. I refer to the above-mentioned requirement and to the searches under the Digital Market Place Catalogue shown under the CCS Framework (RM1054) and as taken from the screen dump from the catalogue which you confirmed in your email of yesterday for delivery of laptops mentioned above.
2. On behalf of the Secretary of State for Transport we therefore wish to place an order for 900 Toshiba Portege Z30-C-10N Laptops, which shall be under the Technology Products Framework (RM1054) terms and conditions of service.
3. The charges for the Toshiba Portege Z30-C-10N Laptops shall be as shown in the catalogue and as confirmed in your email of yesterday at a unit cost of £638.83 for the (900X £638.83 = £574,947.00) and delivery at an aggregate cost £574,947. All charges shown are exclusive of VAT.

Delivery. Could you ensure that (address as shown below) is notified prior to the delivery taking place so that he can make the appropriate security arrangements to receive the equipment?

The delivery point is to Procurement Operations, Group Commercial Services, Zone 2/26, Great Minster House, 33 Horseferry Road, LONDON. SW1P 4DR.

If is not available then the alternative contact points are:

4. Your **invoices** should be submitted to the DfT Shared Services Centre, Finance & Procurement, 5, Sandringham Park, Swansea Vale, SWANSEA SA7 OEA. The Purchase orders you should use are PO 8000150417 and PO 8000150418



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5. Any variation to the above shall not be without the written agreement of the Authority. If you have any queries regarding this order please contact me.
6. Kindly acknowledge receipt of this order by either email or telephone to me [REDACTED]

Yours sincerely

[REDACTED]

For and on behalf of the Secretary of State for Transport