



Department for Transport

██████████ at Esri UK

By email ██████████

██████████
Commercial Associate
Department for Transport
Group Commercial Directorate
Great Minster House,
33 Horseferry Road,
Westminster SW1P 4DR
██████████ [@dft.gsi.gov.uk](mailto:██████████@dft.gsi.gov.uk)

Web Site: www.dft.gov.uk

Our Ref: P4047227

19 February 2018

Dear ██████████

Contract Number P4047227 – Maintenance of ESRI GIS Software

1. I refer to your recent discussions with ██████████ at the Department for Transport, in respect of the above software maintenance 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) Your quote dated 06/12/2017, with your quote reference QUO-09127-M0C8H6;
 - (ii) Department for Transport purchase order terms and conditions at <https://www.gov.uk/government/publications/purchase-order-conditions-of-contract>;
3. The contract will commence on **18/03/2018** with a duration of one year, ending on **17/03/2019**.
4. The firm price for the contract will be **£15,214.45** ex VAT. This amount is not to be exceeded without the Department's prior permission in writing.
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 acknowledge receipt of this letter. You may contact the Contract Manager, [REDACTED], on [REDACTED] [@dft.gsi.gov.uk](mailto:[REDACTED]@dft.gsi.gov.uk) or [REDACTED] to discuss any matters relating to the commencement of the Contract.

Yours sincerely,

[REDACTED]

[REDACTED]
Commercial Associate

By authority of the Secretary of State for Transport

Signed:.....
Name:.....
Date:.....