



Department
for Transport

Knowledge Transfer Network Ltd
Suite 218
Business Design Centre
52 Upper Street
London
N1 0QH

Department for Transport
Group Commercial Services
Lead Procurement Business Partner
2/29 Great Minster House
33 Horseferry Road
London
SW1P 4DR

Web site: www.dft.gov.uk

19 December 2016

Re: PPRO Support for Transport Technology and Research Innovation Grant (T-TRIG) Competition Promotion

On behalf of the Secretary of State for Transport, I am writing in response to your proposal for provision of KTN's support for DfT for Transport Technology and Research Innovation Grant Competition Promotion dated 07 December 2016 sent to Office of the Chief Scientific Advisor at the Department for Transport (DfT).

Your quote and the documents listed below form a binding contract between you and this Department.

- Department for Transport Standard Terms and Conditions (attached) which takes precedent over KTN Ltd Terms and Conditions.
- Your proposal dated 07 December 2016 entitled KTN's support for DfT for Transport Technology and Research Innovation Grant Competition Promotion.

The total value of the Programme fees is £9,288.00 (excluding VAT). This amount shall not be exceeded without the written authority of the undersigned of this letter. will remain your contact for the duration of the contract.

You will be issued with an official Purchase Order Number. Invoices must quote the correct Purchase Order Number and should be submitted as directed in the **Purchase Order to:**

**Accounts Payable,
DfT Shared Services arvato,
5 Sandringham Park,
Swansea Vale,
Swansea SA7 0EA**

Please sign and return a duplicate of this Letter.

Yours sincerely

by authority of the Secretary of State for Transport

I hereby confirm receipt of the above letter for the contract for the provision of KTN's support for DfT for Transport Technology and Research Innovation Grant Competition Promotion.

Signed:



Date:

3rd January 2017

Name:



Status:

Director