



# Department for Transport

[REDACTED]  
Symity Ltd  
8 Soane End  
Emmer Green  
Reading  
Berkshire  
RG4 8QW

**Group Commercial Directorate**  
Department for Transport (DfT)  
33 Horseferry Road  
Westminster  
London  
SW1P 2AA

Phone: [REDACTED]

Web Site: [www.dft.gov.uk](http://www.dft.gov.uk)

Date: 03/11/2020

Our ref: TIT0210

Dear Supplier,

## **Project Hairpin Telephony Requirement**

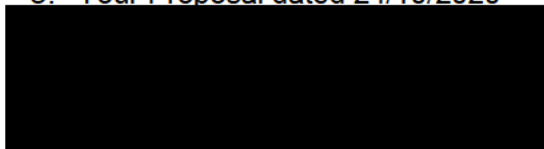
### **Contract Number: TIT0210**

On behalf of the Secretary of State for Transport, I accept your Proposal dated 24/10/2020 for £76,600 This letter and your proposal constitutes a binding contract between yourselves and the Department for Transport and will be subject to the Department for Transport Short Terms and Conditions. The document's listed below form a binding contract between you and the Department for Transport.

1. The Department for Transport terms and conditions



2. This Award letter.
3. Your Proposal dated 24/10/2020



The contract will commence on 20/07/2020 and will be for a period of 15 Months ending on 01/10/2021 with no option for the Department for Transport to extend.

You must be in possession of a written purchase order (PO), before commencing any work, or supplying any goods, under this contract. The Purchase Order Number for this contract will be provided as soon as possible. Invoices submitted to the Department must also quote the PO number and must be submitted in accordance with DfT's Invoicing Procedures embedded below.





Department  
for Transport

Please [REDACTED] [REDACTED] [REDACTED]  
[REDACTED] discuss arrangements for  
commencement of the contract.

Please acknowledge your receipt acceptance of this letter by signing in the allocated space below and returning to me an electronic scanned copy via email, I look forward to hearing from you.

Yours sincerely

*Sent via email unsigned*

[REDACTED]  
**Procurement Business Partner**

**Department for Transport**

[REDACTED]  
**On behalf of the Secretary of State for  
Transport**

Accepted for and on behalf of Symity  
Ltd by:-

Signat

Name

Capacity Director

Date 3rd Nov 2020