



Department for Transport

NatCen Social Research

By email [\[REDACTED\]@natcen.ac.uk](mailto: [REDACTED]@natcen.ac.uk)

[REDACTED]
Commercial Relationship Manager
Department for Transport
2/29 GMH
London SW1P

[REDACTED]@dft.gov.uk

Web Site: www.dft.gov.uk

Our Ref: P4024032

25 May 2018

Dear [REDACTED]

Contract Number P4024032 – British Social Attitudes Survey 2018

1. I refer to your recent discussions with [REDACTED] at the Department for Transport, in respect of the British Social Attitudes Survey 2018.
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 Departments specification for the 2018 survey
 - (ii) Department of Transport standard terms and conditions at <https://www.gov.uk/government/publications/general-conditions-of-contract-for-services>
 - (iii) Your proposal dated April 2018.
3. The contract will be commencing from 29 May 2018 for 1 year, ending on 28 May 2019.
4. The firm price for the contract will be £43,100.00 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 **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] at [REDACTED] [@dft.gsi.gov.uk](mailto:[REDACTED]@dft.gsi.gov.uk) or by phone on 0207 944 [REDACTED] to discuss any matters relating to the commencement of the Contract.

Yours sincerely

[REDACTED]

[REDACTED]

By authority of the Secretary of State for Transport