



# Department for Transport

Department for Transport  
Group Commercial Directorate  
Great Minster House  
Horseferry Road  
London SW1P 4DR

OAG Aviation Worldwide Ltd  
1 Capability Green, Luton  
Bedfordshire, LU1 3LU  
United Kingdom

29 October 2019

Dear [REDACTED],

## **THEP3005 - OAG Schedules Analysers for DfT Analytical and Operational Work: CONTRACT AWARD**

1. On behalf of the Secretary of State for Transport, I accept your quote dated 06/03/2019 for the above-mentioned Contract. This letter and the documents listed below form a binding contract between you and this Department;
  - I. Your quote dated 16/09/2019 – OAG – Formal Proposal
  - II. Purchase order conditions of Contract, **as found on:**  
<https://www.gov.uk/government/publications/purchase-order-conditions-of-contract>
2. The operative period of the Contract will commence on the 01 November 2019 until 31 October 2020.
3. The **Firm Price** for the Contract is **£14,000**, exclusive of Value Added Tax.
4. Suppliers must be in possession of a written purchase order (PO), before commencing any work under this contract. You must quote the aforementioned PO number on all invoices, and these must be submitted directly to:  
  
***Accounts Payable,  
Shared Services arvato,  
5 Sandringham Park,  
Swansea Vale,  
Swansea  
SA7 0EAJ***
5. Invoices received without the correct PO number will be returned to you and will delay receipt of payment.
6. The Contract Manager for this contract is; [REDACTED]



7. Please acknowledge receipt of this letter. The business area within the Department for Transport will contact you shortly to arrange commencement of the work.

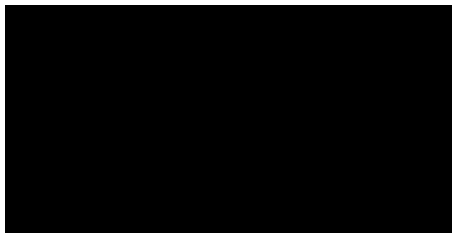
Yours sincerely,



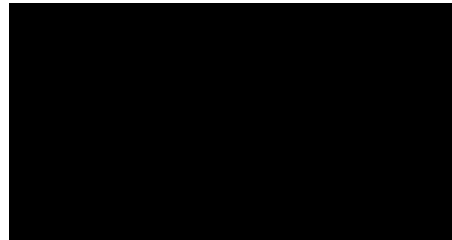
by authority of the Secretary of State for Transport

I hereby confirm receipt of the above letter for: **THEP3005**: OAG Schedule Analyser for DfT Analytical and Operational Work

Signed:



Date:



Name:

Status: