



# Department for Transport

**IPSOS (Market Research) Ltd**

3 Thomas More Square

London

E1W 1YW

**FAO:**

\*SENT ELECTRONICALLY\*

Commercial Manager  
Department for Transport  
Group Commercial Directorate  
Great Minster House  
33 Horseferry Road  
London SW1P 4DR  
Tel:   
Email: [@dft.gov.uk](mailto: @dft.gov.uk)

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

**Monday, 29 April 2024**

## **CONTRACT AWARD NOTICE**

Dear ,

DfT Reference: **TANL3029**

Contract Title: **DfT Provision of Transport Technology Tracker**

1. On behalf of the Secretary of State for Transport, this contract is awarded to IPSOS (Market Research) Ltd (the Supplier).
2. This contract is let via the Crown Commercial Service (CCS) RM6126 Research and Insights terms and conditions. The following documents constitute a binding agreement between you (the Supplier) and the Department for Transport (the Customer):

The Schedule 6 Signed Order form, consisting of:

- Contractual particulars including associated schedules.
  - DfTs Attachment 3 Statement of Requirements.
  - IPSOS (Market Research) Ltd formal tender response.
3. The maximum value of this contract including **all** extension options is £1,200,000.00 excluding VAT.
  4. The official commencement date of this contract is 19/04/2024. This contract is let on a 1+2+1-year term.
  5. You will be issued with a Purchase Order number for this contract and will need to quote this number on all invoices, which should be submitted directly to:

Via email: [SSa.invoice@sharedservicesarvato.co.uk](mailto:SSa.invoice@sharedservicesarvato.co.uk)

Or post:

**Accounts Payable,  
Shared Services Arvato,  
5 Sandringham Park,  
Swansea Vale,**

**Swansea**  
**SA7 0EA.**

6. Invoices received without the correct Purchase Order Number are likely to be returned to you and will delay receipt of payment.

The Contract Manager for this contract is [REDACTED] | [REDACTED]@dft.gov.uk.

This letter (including the documents referred to in it) will form a binding contract between the Department for Transport (the Customer) and IPSOS (Market Research) Ltd (the Supplier). Please acknowledge receipt.

Yours sincerely,

[REDACTED]

[REDACTED]  
**DfT Commercial Manager**  
**Group Commercial Directorate**  
**By authority of the Secretary of State for Transport**