



# Department for Transport

## NLA Media Access

FAO [REDACTED]  
[REDACTED]@nla.co.uk

[REDACTED]  
Commercial Relationship Manager  
Group Commercial Directorate  
Great Minster House  
33 Horseferry Road  
London SW1P 4DR  
Direct line: [REDACTED]  
[REDACTED]@dft.gov.uk

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

Friday, 26 April 2019

Dear Sir/Madam,

DfT Reference: **P4049016**

### NLA Media Acces (Services Copyright Licencing) – Contract Award

1. On behalf of the Secretary of State for Transport, this contract award is for NLA Media Access.
2. As agreed with [REDACTED] the contract is to be let under the NLA Media Access Business Licence Terms & Conditions of usage.
3. The Price for this Contract is £65,243.30 excluding Value Added Tax (VAT) for the purchase of annual licencing for the use of articles in papers and magazines. The contract duration is from 01 April 2019 till 31 March 2020.
4. 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:

*Accounts Payable,  
Shared Services Arvato,  
5 Sandringham Park,  
Swansea Vale,  
Swansea  
SA7 0EA.*

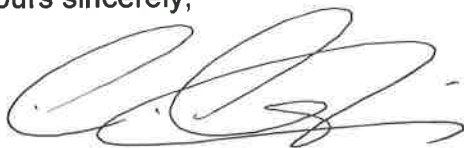
5. Invoices received without the correct Purchase Order Number are likely to be returned to you and will delay receipt of payment.

The Contract Manager for this contract is [REDACTED] – email: [REDACTED]@dft.gov.uk or phone [REDACTED]

If you are content to enter into a binding contract, please sign and return a copy of this letter. This letter (including the documents referred to in it) and the copy you return will form the binding contract.

Signed:	[Redacted Signature]
Name...	[Redacted Name]
Position	ACCOUNT MANAGER
Date:	26/4/2019

Yours sincerely,



**Costaki Costi**  
**By authority of the Secretary of State for Transport**