



Department for Transport

Basware Holdings Limited

12 New Fetter Lane
London
United Kingdom
EC4A 1JP

Group Commercial Directorate

Department for Transport (DfT)
33 Horseferry Road
Westminster
London
SW1P 4DP

Web Site: www.dft.gov.uk

Our ref: TRHR3354

Date: 10/01/2026

Name: [REDACTED]

Email: [REDACTED]

Contract Number and Title: TRHR3354 - Basware Marketplace Renewal 2026 - 2027

CCS Framework and Service ID: RM1557.14 G-Cloud 14 / **Service Lot ID:** 2377 8590 2502 348

On behalf of the Secretary of State for Transport, I write to inform you that Basware Holdings Limited has been selected as the Department for Transport's (DfT) supplier for the above contract.

This letter and the documents listed below form a binding contract between you and the Department for Transport.

1. The terms and conditions for CCS Framework reference RM1557.14
2. The TRHR3354 - Basware - RM1557.14-G-Cloud-14-Lots1-3-Call-Off-Contract-v5.0

The contract will commence on 16th January 2026 and expire on 15th January 2027. The value of the Contract is up to £250,740.00 (DfT are under no obligation to spend all the Contract Value).

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.



Invoicing
Procedures.docx

Please acknowledge your receipt, understanding and acceptance of this letter by signing in the allocated space below and returning to me via email to [REDACTED] at your earliest convenience.

If you have any queries regarding the commencement of the service, please contact the contract owner, [REDACTED]

Email: [REDACTED]

Yours sincerely

Sent via email unsigned

Ollie Hughes
Procurement Business Partner
Department for Transport

Ollie.hughes@dft.gov.uk

On behalf of the Secretary of State for Transport

Accepted for and on behalf of **Basware Holdings Limited** by:-

Signature: [REDACTED]

Name: [REDACTED]

Capacity: Chief Customer Officer

Date: 14-Jan-26