



# Department for Transport

## NLA Media Access

Mount Pleasant House  
Lonsdale Garden  
Turnbridge Wells  
Kent  
TN1 1HJ

FAO: [REDACTED]

\*SENT ELECTRONICALLY\*

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

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

**Wednesday, 12 April 2023**

## **CONTRACT AWARD NOTICE**

Dear [REDACTED]

DfT Reference: TCOM3054

Title: The Provision of NLA Media Access

On behalf of the Secretary of State for Transport, this contract is awarded to **NLA Media Access** for the provision of the Silver Plus Licencing Package.

The contract is let in accordance with NLA Media Access Licence Terms & Conditions.

<https://www.nlamediaaccess.com/our-licences/terms-and-conditions/>

In addition to this notice, the following documents constitute a binding agreement between you, **NLA Media Access** (the supplier) and the **Department for Transport** (the customer):

- Silver Plus Licencing Package costs (Annex 1)

The duration of this contract is for 12 Months (1 year) and will run from 01/04/2023 to 31/03/2024.

The firm approved annual cost for this contract is up to **£75,488.00** exclusive of VAT.

You will be issued with a Purchase Order number for this contract and will need to quote this number on all invoices. Invoices should be submitted to:

Via email: [SSa.invoice@dftssc.gsi.gov.uk](mailto:SSa.invoice@dftssc.gsi.gov.uk)

Or post:

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

Invoices received without the correct Purchase Order Number will be returned, which may result in delayed payment.

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

Please acknowledge receipt of this letter within 5 business days of the letter issue date.

Signed:.....

Name.....

Position .....Account Manager.....

Date: 06/04/2023

Yours sincerely,

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

**Annex 1 – Supplier formal Quotation (Silver Plus Licencing Package)**



Department for  
Transport - 2023 Quo