



# Department for Transport

To: **Emissions Analytics Limited**  
Via email

David Bean  
Commercial Relationship Manager  
Department for Transport  
Group Commercial Directorate  
Great Minster House  
33 Horseferry Road  
London  
SW1P 2AA

[David.Bean@dft.gov.uk](mailto:David.Bean@dft.gov.uk)

23 October 2020

Dear Sir/Madam,

## **Contract Award TETI0041: Emissions Analytics Database 2020-21**

1. On behalf of the Secretary of State for Transport, the documents listed below form a binding contract between you and this Department.
  - (i) Your discussions with David Miles regarding the renewal of a Level 2 annual subscription to the Emissions Analytics Database.
  - (ii) Department for Transport terms and conditions at <https://www.gov.uk/government/publications/general-conditions-of-contract-for-services>
  - (iii) Your email proposal and documents dated 14 September 2020.
2. The contract will commence on 08 October 2020, ending on 08 October 2021.
3. The firm contract price will be £63,000 ex VAT. This amount is not to be exceeded without the Department's prior permission in writing.
4. You will be issued with an official Purchase Order Number. This replaces any existing payment arrangements you may have made. Invoices must quote the correct Purchase Order Number and should be submitted as directed **in the Purchase Order to:**

***Accounts Payable,  
DfT Shared Service Centre,  
5 Sandringham Park,  
Swansea Vale,  
Swansea  
SA7 0EA.***

Or via email to [SSa.invoice@sharedservicesarvato.co.uk](mailto:SSa.invoice@sharedservicesarvato.co.uk)

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

5. Please sign a copy of this letter to confirm your acceptance of the contents and return to [Tamsin.Pearce@dft.gov.uk](mailto:Tamsin.Pearce@dft.gov.uk)
6. You may contact the Contract Manager, David Miles on [David.Miles@dft.gov.uk](mailto:David.Miles@dft.gov.uk) or by phone on 07966 511900 to discuss any matters relating to the commencement of the Contract.

Yours sincerely



**David Bean**

By authority of the Secretary of State for Transport

Signed:.....
Name:.....
Date:.....