



Dear Supplier

**Contract Title – Provision of SAP Employee Central Payroll Tenant** 

Contract Ref TIT0301

On behalf of the Secretary of State for Transport we accept your quote - 018264000021 / Case 3061843922 as set out within the order form and shown below:

SAP Reference No.018264000021



The total contract value is £31,116.44 excluding VAT. The period of the contract will commence on 21 September 2021 and expire on 20 September 2022.

Your **invoice** should be submitted in accordance with DfT's Invoicing Procedures embedded below:



Any variation to the above shall not be without the written agreement of the Authority. If you have any queries regarding this order please contact me.

Please acknowledge your receipt acceptance of this letter by signing in the allocated space below and returning a signed electronic copy of the letter to me via email to

I look forward to hearing from you.

Yours sincerely

Sent via email unsigned

Commercial Relationship Manager Department for Transport

On behalf of the Secretary of State for Transport

