



Department for Transport

Department for Transport
Great Minster House
33 Horseferry Road
London SW1P 4DR
Telephone 0300 330 3000
Website <http://www.gov.uk/dft>
General enquiries: <https://forms.dft.gov.uk>

[REDACTED]
Lead Client Partner
Winckworth Sherwood LLP
Minerva House
5 Montague Close
London
SE1 9BB

Date: 3 November 2021
Our Ref: TROO0283

Via email [REDACTED]

Dear [REDACTED]

TROO0283 HS2 Phase 2a Parliamentary Agents

On behalf of the Secretary of State for Transport, I accept your tender dated 13th September 2021 for the above-mentioned contract. This letter and the documents listed below, constitutes a binding contract between the Authority ('Department for Transport') and the Supplier ('Winckworth Sherwood LLP').

1. ITT Document
2. DfT General Conditions of Contract for Services
3. Supplier Quality & Social Value Proposal
4. Supplier Cost Proposal

The Contract will commence on 8th November 2021 and will expire on 7th September 2022. The Authority at its sole discretion can exercise to extend the contract by four months (at two-month intervals) subject to further approvals.

The Contract Value will be up to £210,000 excluding VAT.

You must be in possession of a written purchase order (PO), before commencing any work, or supplying any goods or services, 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 (see Annex 1).

The Contract Managers for the duration of this contract will be [REDACTED] & [REDACTED]
[REDACTED]

Please acknowledge your receipt acceptance of this letter by signing and returning to me in a pdf format via email.

I look forward to hearing from you.

Yours sincerely

[Redacted Signature]

Commercial Relationship Advisor

[Redacted Title]

On behalf of the Secretary of State for Transport

Accepted for and on behalf of Winckworth
Sherwood LLP by:-

Signature:

[Redacted Signature]

Name:

Capacity:

PARTNER

Date:

3/11/2021