



Department  
for Transport

Arup  
13 Fitzroy Street  
London  
W1T 4BQ  
United Kingdom

Commercial Relationship Manager  
Department for Transport  
Great Minster House  
33 Horseferry Road  
London  
SW1P 4DR

Direct Line: 07773072882

@dft.gsi.gov.uk

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

25 January 2018

Dear [REDACTED]

**Acceptance of Quotation for Future of Mobility Visions – Future Technology**

1. On behalf of the Secretary of State for Transport, I accept your quote dated 16<sup>th</sup> January 2018 under the terms and conditions of the FWCR140228, UKSBS Futures Research Framework. This letter and the documents listed below form a binding contract between you and this Department.

- I. The terms and conditions for Framework reference FWCR140228, UKSBS Futures Research Framework
- II. The Department's Request for Proposal
- III. The Statement of Requirements
- IV. Your quote dated 16<sup>th</sup> January 2018
- V. The Futures Order Form – to be agreed following the initiation meeting

2. This contract will start once the Futures Order Form is agreed and end on 30/6/2018.

3. The Firm cost for the fixed price aspect of this contract is £62,875 exclusive of Value Added Tax. The approved maximum cost of the call off aspect of this contract is £20k exclusive of Value Added Tax.

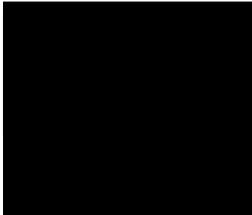
4. Invoices submitted to the Department must quote the PO number and must be submitted as directed in the PO to:

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

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

5. Please acknowledge receipt of this letter and please also complete the questionnaire at Annex A

Yours sincerely



**by authority of the Secretary of State for Transport**

I hereby confirm receipt of the above Letter and the agreement of Experis to provide the Contract Services as specified in the Letter in accordance with its terms.

Signed:

Date:

Name:

Status:

**ANNEX A: SUPPLY CHAIN QUESTIONNAIRE**

Contract Number...PPRO 04/12/89  
Title.....Future of Mobility Visions – Future Technology.....  
Name of Supplier.....Arup.....  
Contract start date.....Contract end date...30/06/2018.....  
Total value (excl VAT) £...62,875.....

-----  
Dear Marcus,

You indicated in your tender that one or more Small or Medium suppliers (SME) would form part of your supply chain for delivering the above contract.

As indicated in the contract specification, we now require some further information about the SME(s) you will be using. This will be used to help us measure the success of activity we have undertaken to help make our contracts more accessible to SMEs and to respond to requests for information about our use of SMEs.

Please provide the following for **each** SME in your supply chain

Name of SME.....
Address.....
.....
.....
.....
Post code .....
Value* of the proportion of the contract they will be undertaking £.....

*Please replicate this box as many times as needed*

\*Please note: Monthly spend information for each SME will be calculated by equally apportioning this figure to each month of the contract. However if you are able to provide a specific spend profile this would be helpful.

Your contact details in case of any follow-up questions:

.....  
.....  
.....

Please return completed questionnaire to:

[ian.sillett@dft.gsi.gov.uk](mailto:ian.sillett@dft.gsi.gov.uk)