



# Department for Transport

Costain

REDACTED  
Commercial Relationship Manager  
Department for Transport  
Group Commercial Directorate  
REDACTED

REDACTED

Contract Agreement Number: **TLAB0002**

23 October 2023

Dear Sir/Madam,

## **TLAB0002**

1. On behalf of the Secretary of State for Transport, I accept your proposal for the above-mentioned Contract. This contract is awarded via CCS MCF3.
2. The Contract will start on 3<sup>rd</sup> October 2023 and finish by 31<sup>st</sup> March 2024, with the option to extend by 12 months at the Department's discretion. The **Firm Price** for the Contract is **£150,000.00** exclusive of Value Added Tax. This value cannot be exceeded without written approval from the commercial team.
3. The Contract will be formed of:
  - 1) The Department's Statement of Requirements (Appendix 1)
  - 2) Your Tender Response dated 01/09/2023 (Appendix 1)
  - 3) CCS RM6126 Order Form signed by both parties
  - 4) RM6126 Core Terms
4. REDACTED is the contract manager.
5. Suppliers must be in possession of a written purchase order (PO), before commencing any work under this contract. You must quote the aforementioned PO number on all invoices, and these must be submitted directly to:  
  
***Accounts Payable,  
Shared Services arvato,  
REDACTED***
6. Invoices received without the correct PO number will be returned to you and will delay receipt of payment.

Yours sincerely,

**REDACTED**

REDACTED  
Commercial Relationship Manager

## Appendix 1



TLAB0002  
Attachment 3 - Staten



COSTAIN TLAB0002  
4.1 - final (2).pdf



COSTAIN TLAB0002  
4.2 - final.pdf



COSTAIN TLAB0002  
4.3 - final (2).pdf



COSTAIN TLAB0002  
4.4 - final.pdf



COSTAIN TLAB0002  
5.1 - final.pdf