

Redacted under section 40 FOIA 2000 exemptions: personal information.

Thomas Telford Ltd  
One Great George Street  
London  
SW1P 3AA

**Redacted**  
The Cube  
199 Wharfside Street  
Birmingham  
B1 1RN

Direct Line: **Redacted**

06 June 2016

For the attention of **Redacted**

Dear **Redacted**,

**OFFICIAL – SENSITIVE**  
**NOTIFICATION OF AWARD**  
**NEC eLearning**

On behalf of Highways England, I accept your quotation dated 03 June 2016 (attached at Annex A) to provide NEC Enterprise eLearning licenses for the duration of twelve months. This contract will run from 16 August 2016 to 16 August 2017. Highways England will enter into this contract in accordance with your Terms and Conditions (detailed in Annex B).

You should note that we will not pay for any work in excess of £22,950.00 (including VAT) unless it has been specifically authorised in writing by our Procurement Team and is within the terms of the Agreement.

Invoices should be forwarded directly to FS Payments, Highways England, The Cube, 199 Wharfside Street, Birmingham, B1 1RN Quoting **Redacted** name (the Project Sponsor), Cost Centre and a BPA No. that will be advised.

Please acknowledge receipt of this letter.

Yours sincerely

**Redacted**  
Commercial and Procurement