

[REDACTED]  
Basemap Ltd  
Surrey Technology Centre  
40 Occam Road  
Guildford  
Surrey GU2 7YG

**Commercial Directorate**

DVLA  
Longview Road  
Morriston  
Swansea SA6 7JL

Phone: [REDACTED]

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

Our ref: PPRO 004/096/033

Date: 5 July 2017

[REDACTED]  
Dear Mr Court

**PPRO 004/96/033 – National Coach Service Database  
Contracts Finder**

On behalf of the Secretary of State for Transport, I accept your quote dated 21 June 2017. Under the Department for Transport short Terms and Conditions, this letter and the documents listed below form a binding contract between you and the Department for Transport.

1. The Department for Transport Short Terms and Conditions see link below:  
<https://www.gov.uk/government/publications/short-form-terms-and-conditions>
2. Your quote dated 21 June 2017.

The contract will be for 1 year and commence on 1 August 2017 and expire 31 July 2018 with the option to extend for a further year.

Your **invoice** should be submitted in accordance with DfT's Invoicing Procedures, which are embedded below.



The DfT contract owner will be [REDACTED] Great Minster House, 33 Horseferry Road London SW1P 4DR who can be contacted on email [REDACTED] or telephone [REDACTED] who will advise you of the Purchase Order reference number and discuss delivery arrangements.

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

Please acknowledge receipt of this order to me at the above address by email or telephone.

Yours sincerely

*Sent via email unsigned*

[REDACTED]  
**Procurement Business Partner**  
**Department for Transport**  
[Liz.davies@dft.gsi.gov.uk](mailto:Liz.davies@dft.gsi.gov.uk)  
**On behalf of the Secretary of State for Transport**

Accepted for and on behalf of Basemap Ltd

