



Department
for Transport

Incorpore Limited
FAO [REDACTED]

[REDACTED]@incorpore.co.uk

SENT ELECTRONICALLY

[REDACTED]
Commercial Relationship Manager
Group Commercial Directorate
Great Minster House
33 Horseferry Road
London SW1P 4DR
Direct line: [REDACTED]
[REDACTED]@dft.gov.uk

Web site: www.dft.gov.uk

Wednesday, 22 January 2020

Dear Sir/Madam,

DfT ref: PPCB14187

Re: Incorpore Limited (GymFlex) Contract Value Increase

On behalf of the Secretary of State for Transport, I am writing to confirm an uplift to this contract (original ref: PPCB14187) originally procured via the Crown Commercial Service Employee Services Framework (RM3704).

1. For the purposes of the Agreement, the Customer and the Supplier agree as follows:

1.1 No change to the expiry date, 31st July 2020

1.2 Contract extension value of £13,000 excluding VAT. The value is estimated based on an increase of headcount and demand. The revised overall value of this contract is £172,000.00 excluding VAT.

1.3 All other terms and conditions of the contract are to remain the same.

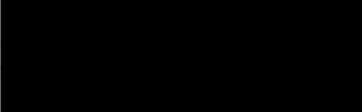
The purchase order number, already supplied to you, should continue to be used. Invoices quoting the DfT's Purchase Order Number should be submitted to DfT Shared Services.

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

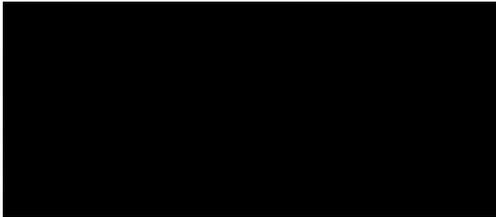
The Contract Manager for this contract is [REDACTED] – email: [REDACTED]
[REDACTED]@dft.gov.uk

If you are content to enter into a binding contract please sign and return a copy of this letter. This letter (including the documents referred to in it) and the copy you return will form the binding contract.

I hereby confirm receipt of the above letter and the agreement of **Incorpore Limited** to provide the service(s) as specified in the original agreement.

Signed:	
Name:	
Position <i>Director</i>
Date: <i>14/2/2020</i>

Yours sincerely,



By authority of the Secretary of State for Transport