

**Group Commercial Directorate** 

Department for Transport (DfT) 33 Horseferry Road Westminster London SW1P 4DR

Phone:

Date:

Web Site: www.dft.gov.uk

Our ref: TIT0280

20/07/2021

Capita Property and Infrastructure Ltd, The Capita Building, Kingmoor Business Park, Carlisle, Cumbria, CA6 4SJ.

Dear Supplier

Contract Title: Rail Passenger Counts Database

Contract Reference: T IT 0280

On behalf of the Secretary of State for Transport, I accept your quote dated 23 March 2021 for a Rail Passenger Counts Database. This letter and the document's listed below form a binding contract between you and the Department for Transport.

Department for Transport short form terms and conditions

2. References to the Order Form within the terms and conditions shall be deemed to be references to this letter.

3. Your quote dated 23 March 2021 (embedded below).

Clause 12.4 of the short form terms are amended to delete reference to "14.26(e)" in the second line.

The total contract value is £18,831 excluding VAT (items highlighted on page 15 of the quote embedded above). The contract will expire on 31<sup>st</sup> December 2021.

You must be in possession of a written purchase order (PO), before commencing any work, or supplying any goods, under this contract. The Purchase Order Number for this contract will be provided as soon as possible. Invoices submitted to the Department must also quote the PO number and must be submitted in accordance with DfT's Invoicing Procedures embedded below.



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Please contact the Contract Owner to discuss arrangements for commencement	of the contract
Please sign and return the letter via email to some some some some some some some som	at your earliest
Yours sincerely	
Sent via email unsigned	
Commercial Relationship Manager Department for Transport	

<u>Jason.Thrupp@dft.gov.uk</u>
On behalf of the Secretary of State for Transport

