



# Department for Transport

Jaguar Land Rover Ltd

Via Email:

**REDACTED**

**REDACTED**

Commercial Relationship Manager  
for

Roads, Places Environment &  
Future Mobility

Department for Transport  
Group Commercial Directorate

Great Minster House

38 Horseferry Road,

Westminster,

London SW1P 4DR

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

**Our Ref: TRSS10158**

Date 16/02/2021

## OFFICIAL

Dear **REDACTED**,

### **Contract Number TRSS10158 Procurement of cars from Jaguar Land Rover Ltd \*REVISED AWARD LETTER\***

1. On behalf of the Secretary of State for Transport I am authorised to accept the call off contract for the above contract title at the price/rates quoted, for **7 vehicles** as per below order form.
2. The documents listed below form a binding contract between you and this Department.
  - (i) Call off order form  
**REDACTED**
  - (ii) Quotation  
**REDACTED**

3. The contract will be commencing on 01 September 2021, ending on 28<sup>th</sup> February 2023.
4. The firm price for the contract will be £288,783.81 excluding VAT this amount is not to be exceeded without the Department's prior permission in writing.
5. You will be issued with an official Purchase Order Number. This replaces any existing payment arrangements you may have made. Invoices must quote the correct Purchase Order Number and should be submitted as directed **in the Purchase Order to:**

***Accounts Payable,  
DfT Shared Service Centre,  
5 Sandringham Park,  
  
Swansea Vale,  
Swansea  
SA7 0EA.***

Or via email to [SSa.invoice@sharedservicesarvato.co.uk](mailto:SSa.invoice@sharedservicesarvato.co.uk)

Invoices received without the correct Purchase Order Number are likely to be returned to you and will delay receipt of payment.

6. Please acknowledge receipt of this letter by countersigning and returning to the Commercial Relationship Manager. You may contact the Contract Manager, **REDACTED**, to discuss any matters relating to the commencement of the Contract.

Yours sincerely  
**REDACTED**

Commercial Relationship Manager  
for Roads Places Environment & Future Mobility

By authority of the Secretary of State for Transport

Signed:.....

Name:.....

Date:.....