



Department for Transport

KPMG (via CSL)
15 Canada Square
Canary Wharf
London
E14 5GL

[REDACTED]
Commercial Manager
Department for Transport
Group Commercial Directorate
12th Floor
50 Victoria St
Westminster
London
SW1H 0TL

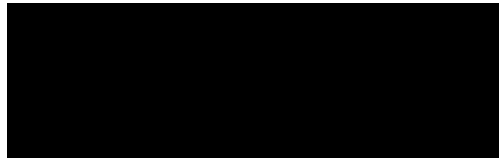
11 December 2020

Dear Supplier,

DfT Reference: **TRHR3109**

CSL – CIMA CERTIFICATE LEVEL BA1 (CPD COHORT 7)

1. On behalf of the Secretary of State for Transport, this contract is awarded to KPMG. This course was booked via Civil Service Learning (CSL), therefore is governed by the CSL terms of contract.



2. The maximum fixed price for the Contract is up to **£15,000.00** exclusive of Value Added Tax for the provision of x 9 DfT CPD Associates to undertake CIMA, Certificate Level. This purchase includes the following modules; BA1, BA2, BA3 and BA4.
3. This contract will run from **01 January 2021** till **31 January 2022**.
4. Suppliers must be in possession of a written purchase order (PO), before commencing any work under this contract. You must quote the PO number on all invoices, and these must be submitted directly to:

**(Accounts Payable,
Shared Services arvato,
5 Sandringham Park,
Swansea Vale,
Swansea
SA7 0EA)**

Email: SSa.invoice@sharedservicesarvato.co.uk

5. Invoices received without the correct PO number will be returned to you and will delay receipt of payment.

6. The DfT Contract Manager for this contract is [REDACTED]

Yours sincerely,

[REDACTED]

[REDACTED], DfT Commercial Manager
by authority of the Secretary of State for Transport