



Department
for Transport

Department for Transport
Group Commercial Directorate
Great Minster House
Horseferry Road
London
SW1P 4DR

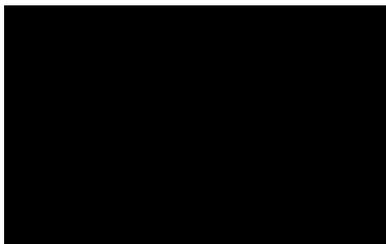
Quadrant House
The Quadrant
Sutton
SM2 5AS

09 April 2020

Dear

TISEA0020 - Global Cancellation Disruption Monitor: CONTRACT AWARD

1. On behalf of the Secretary of State for Transport, I accept your quote you submitted 18/03/2020 for the above-mentioned Contract. This letter and the documents listed below form a binding contract between you and this Department;
 - I. Your quote, terms and conditions which will govern this contract and includes the scope of work. Titled - 200331 – paperwork -global-cancellation-monitor
2. The operative period of the Contract will commence from the 1st April 2020 until 1st April 2021.
3. The **Firm Price** for the Contract is **£19,500**, exclusive of Value Added Tax.
4. Suppliers must be in possession of a written purchase order (PO), before commencing any work under this contract. You must quote the aforementioned PO number on all invoices, and these must be submitted directly to:



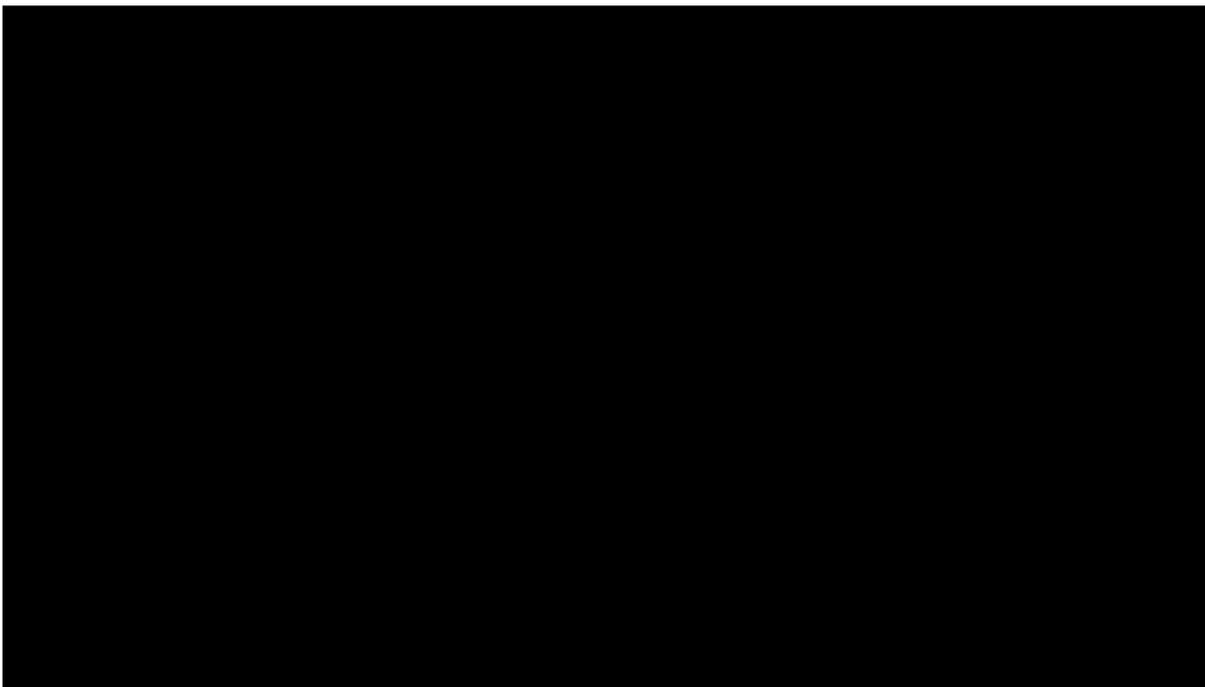
5. Invoices received without the correct PO number will be returned to you and will delay receipt of payment.

6. Please acknowledge receipt of this letter. The business area within the Department for Transport will contact you shortly to arrange commencement of the work.

Yours sincerely,

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by authority of the Secretary of State for Transport

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