



Department  
for Transport

[REDACTED]  
Holywell Building,  
Holywell Park,  
Ashby Road,  
Loughborough,  
Leicestershire, LE11 3UZ

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

Contract Agreement Number: **P4075029**

08 January 2019

Dear [REDACTED]

**P4075029 The Provision of a Technical Audit of Non-Domestic Chargepoints for OLEV: CONTRACT AWARD**

1. On behalf of the Secretary of State for Transport, I accept your tender dated 28 November 2018 for the above-mentioned Contract. This letter and the documents listed below form a binding contract between you and this Department.

- I. Form of Tender
- II. General Conditions of Contract for Services 10th September 2012 as found on <https://www.gov.uk/government/publications/general-conditions-of-contract-for-services>
- III. Statement of Requirements
- IV. My tender (and any amendments to it agreed in writing)

and for the avoidance of doubt

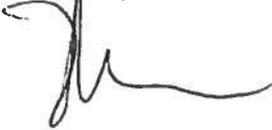
- V. Invitation to tender letter
  - VI. Instructions for Tenderers
2. The contract will commence on 14 January 2019 and will end 30 September 2019
  3. For avoidance of doubt this is a Blended Rate Contract and volumes of work cannot be guaranteed from the Contracting Authority. This contract shall not exceed a value of £106,000. The cost of the Capped element shall not exceed £8,550. The cost for the call off section shall therefore not exceed a maximum of £97,450.

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:

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

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 and the business area within the Department for Transport will contact you shortly to arrange commencement of the work.

Yours sincerely



  
by authority of the Secretary of State for Transport

I hereby confirm receipt of the above letter for: P4075029 The Provision of a Technical Audit on Non-Domestic Chargepoints for OLEV

Signed: 

Date: 17.1.19

Name: 

Status: 