




Web Site: www.dft.gov.uk

Via email to: 

Our ref: TIT0310

Date: 13/01/2022

Dear Supplier,

TIT0310 Digitisation of Bus Service Operators Grant

Contract Award Notice

On behalf of the Secretary of State for Transport, I accept your proposal returned in response to our ITT pack on 14 December 2021. This letter and the document's listed below form a binding contract between you and the Department for Transport.

1. The DfT ITT pack with associated Terms and Conditions;
2. Your proposal response returned 14 December 2021; and
3. Any subsequent Statements of Works (agreed by both parties)

The Contract shall commence on 06 January 2022 and expire on 05 October 2022 (9 months). The Department shall reserve the right to extend the contract by 3 months if required. The Overall Contract value is estimated at up to £1,000,000.

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.



SSA%20Invoice%20
Guidance%20V2.doc

Please contact the Contract Owner  to discuss arrangements for commencement of the contract.

Please acknowledge your receipt, understanding and acceptance of this letter by signing in the allocated space below and returning to me via email.

Yours sincerely

Sent via Email

[REDACTED]

**Commercial Relationship Manager
Department for Transport
Swansea (DVLA)**

[\[REDACTED\]](#)

On behalf of the Secretary of State for Transport

