

Framework Schedule 6 (Order Form Template and Call-Off Schedules)

Order Form

CALL-OFF REFERENCE: PS/22/185

THE BUYER: Driver and Vehicle Licensing Agency (DVLA)

BUYER ADDRESS Longview Road, Swansea, SA6 7JL

THE SUPPLIER: Bytes Software Services

SUPPLIER ADDRESS: Bytes House, Randalls Way, Leatherhead, Surrey, KT22 7TW

REGISTRATION NUMBER: 01616977

DUNS NUMBER: 225273754

SID4GOV ID: N/A

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated as below in Signature panel.

It's issued under the Framework Contract with the reference number RM6068 for the provision of Technology Products and Associated Services.

CALL-OFF LOT(S):

- Lot 3 Software & Associated Services

CALL-OFF INCORPORATED TERMS

The following documents are incorporated into this Call-Off Contract. Where numbers are missing, we are not using those schedules. If the documents conflict, the following order of precedence applies:

1. This Order Form including the Call-Off Special Terms and Call-Off Special Schedules.
2. Joint Schedule 1(Definitions and Interpretation) RM6068

3. The following Schedules in equal order of precedence:

- Joint Schedules for RM6068
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 11 (Processing Data)
- Call-Off Schedules for PS/22/185
 - Call-Off Schedule 5 (Pricing Details)
 - Call-Off Schedule 6 (ICT Services)
 - Call-Off Schedule 8 (Business Continuity & Disaster Recovery) Part B
 - Call-Off Schedule 9 (Security) Part C
 - Call-Off Schedule 10 (Exit Management) Part B
 - Call-Off Schedule 20 (Call-Off Specification)

4. CCS Core Terms (version 3.0.6)

5. Joint Schedule 5 (Corporate Social Responsibility) RM6068

6. Annexes A to E Call-Off Schedule 6 (ICT Services)

No other Supplier terms are part of the Call-Off Contract. That includes any terms written on the back of, added to this Order Form, or presented at the time of delivery.

CALL-OFF SPECIAL TERMS

Not Applicable

CALL-OFF START DATE: 1/4/2023

CALL-OFF EXPIRY DATE: 31/3/2024

CALL-OFF INITIAL PERIOD: 12 months

CALL-OFF OPTIONAL EXTENSION PERIOD: Not applicable

CALL-OFF DELIVERABLES

As part of the renewal of the Lean IX Enterprise Architecture Management, The Agency requires:

- Application Portfolio Management x 100 App's
- Technology Risk Management x 100 App's
- Business Transformation Management x 100 App's

This product also includes Support (Comfort Level) as standard.

LOCATION FOR DELIVERY

Driver and Vehicle Licensing Agency, Longview Road, Swansea SA6 7JL

DATES FOR DELIVERY OF THE DELIVERABLES

By 1st April 2023

TESTING OF DELIVERABLES

None

WARRANTY PERIOD

The warranty period for the purposes of Clause 3.1.2 of the Core Terms shall be 90 days.

MAXIMUM LIABILITY

The limitation of liability for this Call-Off Contract is stated in Clause 11.2 of the Core Terms.

The estimated year 1 charges used to calculate liability in the first contract year is **£40,308.48**

CALL-OFF CHARGES

Total contract value - **£40,308.48**

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

All invoice payments will be via BACS

BUYER'S INVOICE ADDRESS:

Email Address: ssa.invoice@sharedservicesarvato.co.uk

Invoice Procedures embedded below:



Invoicing Procedures
v2.1.pdf

BUYER'S AUTHORISED REPRESENTATIVE

REDACTED

Commercial Advisor

REDACTED@DVLA.gov.uk

Commercial Directorate, DVLA, Longview Road, Swansea SA6 7JL

BUYER'S ENVIRONMENTAL POLICY



DVLA Corporate
Environmental Policy

BUYER'S SECURITY POLICY

None

SUPPLIER'S AUTHORISED REPRESENTATIVE

REDACTED

Divisional Director Strategic Frameworks & Bids

REDACTED

Bytes House, Randalls Way, Leatherhead, Surrey, KT22 7TW

SUPPLIER'S CONTRACT MANAGER

REDACTED

Senior Account Manager

REDACTED

Bytes House, Randalls Way, Leatherhead, Surrey, KT22 7TW

PROGRESS REPORT FREQUENCY

Not Applicable

PROGRESS MEETING FREQUENCY

Not Applicable

KEY STAFF

REDACTED

Senior Account Manager

REDACTED

Bytes House, Randalls Way, Leatherhead, Surrey, KT22 7TW

KEY SUBCONTRACTOR(S)

Not Applicable

COMMERCIALLY SENSITIVE INFORMATION

Not applicable

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

Not applicable

GUARANTEE

Not applicable

SOCIAL VALUE COMMITMENT

Not applicable

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	REDACTED	Signature:	REDACTED
Name:	REDACTED	Name:	REDACTED
Role:	Divisional Director Strategic Frameworks & Bids	Role:	Commercial Specialist
Date:	15 th February 2023	Date:	16/02/2023

