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[www.gov.uk/browse/driving](http://www.gov.uk/browse/driving)

@dvlagovuk

Your ref: FRM00087797 V1

Our ref: PS/22/105

Date: 13/09/22

**REDACTED**

Softcat Plc

Via E-mail

Dear **REDACTED**,

**CONTRACT REFERENCE NUMBER:** PS/22/105

**CONTRACT TITLE:** Provision of Security Assessment Tooling

**FRAMEWORK REFERENCE NUMBER:** G Cloud 12 - RM1557.12

I refer to my letter dated **1<sup>st</sup> September 2022**. I am writing to confirm that the standstill period has now ended.

On behalf of the Secretary of State for Transport, I accept your quotation below dated **18<sup>th</sup> August 22/G-Cloud Service ID 635144080230636**, under the terms and conditions of the **G Cloud 12 - RM1557.12**.



RE G Cloud 12 - Copy of 18.08.2022 -  
Service ID 635144080230636 DVLA - Tenable - FRM

This letter and the documents listed below form a binding contract between you and the Department for Transport.

1. The terms and conditions for Framework reference - **G Cloud 12 - RM1557.12**
2. Your quote dated – **18<sup>th</sup> August 22**

The period of the contract will be **for 12 months**, commencing on **26<sup>th</sup> September 22** and expiring on **25<sup>th</sup> September 23**, with an option to extend for a further period of **12 months**.

The Firm Price for the Contract is **£140,223.56**, exclusive of Value Added Tax.

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 follow shortly. Invoices submitted to the Department **must also quote the PO number** and must be submitted in accordance with DVLA's Invoicing Procedures below.



Invoicing  
Procedures.docx

**Please ensure invoices are sent to SSa and not DVLA. Invoices received without the correct Purchase Order Number will be returned to you and will delay receipt of payment.**

Please acknowledge your receipt of this.

Yours sincerely,

**REDACTED**

Category Lead

Commercial Directorate

Paul.discombe@dvla.gov.uk



**Annex A:**

**SUPPLY CHAIN QUESTIONNAIRE** *(only if applicable – delete as appropriate)*

Title.....  
Name of Supplier.....  
Contract start date.....Contract end date.....  
Total value (excl. VAT and optional extensions) £.....

***[details above to be completed by Commercial Advisor]***

Dear Supplier

You indicated in your tender that one or more Small or Medium suppliers (SME) would form part of your supply chain for delivering the above contract.

As indicated in the contract specification, we now require some further information about the SME(s) you will be using. This will be used to help us measure the success of activity we have undertaken to help make our contracts more accessible to SMEs and to respond to requests for information about our use of SMEs.

Please provide the following for **each** SME in your supply chain

Name of SME.....

Address.....

.....

.....

.....

Post code .....

Value\* of the proportion of the contract they will be undertaking £.....

*Please replicate this box as many times as needed*

\*Please note: Monthly spend information for each SME will be calculated by equally apportioning this figure to each month of the contract. However if you are able to provide a specific spend profile this would be helpful.

Your contact details in case of any follow-up questions:

.....

.....

.....



**Annex [A/B] [amend as appropriate]:**  
**(only if applicable – delete as appropriate)**

SUPPLIER DETAILS	
Supplier Name	
Supplier Address	
Post Code	
Country	
Telephone Number	
Mobile Number	
Account Manager Name	
Account Manager Email	
<b>Business Email:</b> <i>(if not Basware enabled, this is the address purchase orders and remittance advice notes will be sent)</i>	
UK VAT Registered? Y/N	
UK VAT Registration Number	
If Non UK Supplier, is Supply Type Goods or Services?	
DUNS Number	
BANK DETAILS	
Type of Account – Bank or Building Society?	
Confirm if account is - Business or Personal	
Bank/Building Society Name	



<b>Supplier's Bank/Building Society Account Name</b> <i>(if different to Supplier Name)</i>	
<b>Sort Code</b>	
<b>Account Number</b>	
<b>Building Society Roll Number</b> <i>if applicable</i>	
<b>IBAN (international bank account number)</b> <i>If applicable</i>	
<b>SWIFT/BIC (International Bank Code)</b> <i>if applicable</i>	
<b>CONSTRUCTION INDUSTRY TAX DEDUCUTION SCHEME – if applicable</b>	
<b>Address of Registered Office</b>	
<b>Company Registered Number</b>	
<b>Subcontractor Tax Certificate Type</b>	
<b>Subcontractor Tax Certificate Number</b>	
<b>Date of Expiry of the Tax Certificate</b>	