

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

### Order Form

CALL-OFF REFERENCE:	PS/22/108
THE BUYER:	Driver and Vehicle Licensing Agency (DVLA)
BUYER ADDRESS	Longview Road, Morriston, Swansea SA6 7JL
THE SUPPLIER:	Softcat Plc
SUPPLIER ADDRESS:	Solar House, Fieldhouse Lane, Marlow, Bucks SL7 1LW
REGISTRATION NUMBER:	<b>REDACTED</b>
DUNS NUMBER:	<b>REDACTED</b>
SID4GOV ID:	<b>REDACTED</b>

### 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 5 (Corporate Social Responsibility) RM6068

- Joint Schedule 7 (Financial Difficulties)
- Joint Schedule 11 (Processing Data)
- Call-Off Schedules for PS/22/108
  - 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 A/B
  - Call-Off Schedule 20 (Call-Off Specification)

4 CCS Core Terms (version 3.0.6)

5 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

The following Special Terms are incorporated into this Call-Off Contract: None

CALL-OFF START DATE:	01/10/22
CALL-OFF EXPIRY DATE:	30/09/23
CALL-OFF INITIAL PERIOD:	12 months
CALL-OFF OPTIONAL EXTENSION	12 months

## CALL-OFF DELIVERABLES

This requirement is specifically for the provision of Clearswift Encryption Portal licences as detailed in the below table:

Product Description	Number of Users	Number of Instances
Clearswift Encryption Portal	3000	2

## LOCATION FOR DELIVERY

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

## **DATES FOR DELIVERY OF THE DELIVERABLES**

01/10/22

## **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 to be confirmed with the successful supplier on contract award.

## **CALL-OFF CHARGES**

£74,256.00, exclusive of Value Added Tax.

Pricing for optional extension period to be agreed.

Payment profile shall be up front in advance

The Charges will not be impacted by any change to the Framework Prices. The Charges can only be changed by agreement in writing between the Buyer and the Supplier because of a Specific Change in Law or Benchmarking using Call-Off Schedule 16 (Benchmarking) where this is used.

## **REIMBURSABLE EXPENSES**

None

## **PAYMENT METHOD**

All invoice payments will be via BACS

## **BUYER'S INVOICE ADDRESS:**

Email Address: **REDACTED**

Invoice Procedures embedded below

**REDACTED**

## **BUYER'S AUTHORISED REPRESENTATIVE**

**REDACTED**

Commercial Advisor

Email: **REDACTED**

DVLA, Commercial Directorate, C2, Longview Road, Swansea SA6 7JL

## **BUYER'S ENVIRONMENTAL POLICY**

Embedded below:



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## **BUYER'S SECURITY POLICY**

To be shared with successful supplier on contract award

## **SUPPLIER'S AUTHORISED REPRESENTATIVE**

**REDACTED**

Public Sector Paralegal

**REDACTED**

Solar House,

Fieldhouse Lane,

Marlow,

Buckinghamshire

SL7 1LW

## **SUPPLIER'S CONTRACT MANAGER**

**REDACTED**

Major Account Manager

**REDACTED**

Solar House,

Fieldhouse Lane,

Marlow,

Buckinghamshire

SL7 1LW

**PROGRESS REPORT FREQUENCY**

Not Applicable

**PROGRESS MEETING FREQUENCY**

To be agreed with successful supplier on contract award

**KEY STAFF**

To be agreed with successful supplier on contract award

**KEY SUBCONTRACTOR(S)**

Not Applicable

**COMMERCIALLY SENSITIVE INFORMATION**

To be agreed with successful supplier on contract award

**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:	Major Account Manager	Role:	Category Lead
Date:	27.09.2022	Date:	28.09.2022