|  |  |
| --- | --- |
| Commercial Directorate | |
| DVLA  Longview Road  Morriston  Swansea SA6 7JL | |
| Phone: | XXXXXX redacted under FOIA section 40 |
| www.gov.uk/browse/driving | |
| @dvlagovuk | |
| Your ref: | PS/22/140 |
| Our ref: | PS/22/140 |
| Date: | 02.11.2022 |

XXXXXX redacted under FOIA section 40

South Wales Transport (Neath) Ltd,

Unit 2 Ferryboat Close,

Swansea Enterprise Park,

Swansea,

SA6 8QN

Dear XXXXXX redacted under FOIA section 40,

**CONTRACT REFERENCE NUMBER: PS/22/140**

**CONTRACT TITLE: Provision of Birmingham Travel Arrangements**

On behalf of the Secretary of State for Transport, I accept your tender dated **21 October 2022** for the above contract. This letter and the documents listed below form a binding contract between you and the Driver and Vehicle Licensing Agency (DVLA).

1. Mid-Tier Award Form and all associated Schedules
2. Specification Document
3. This Award Letter
4. Form of Tender & Non-Collusive Tendering Certificate
5. Your tender response

The period of the contract will be **5 months** commencing on **3 November 2022** and expiring on **31 March 2023,** with an option to extend for a further period of 7 months on a monthly rolling basis at the discretion of the Authority.

The Firm Price for the Contract is £22,500.00.

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.



**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.**

All proposed offshoring activity of Official level data outside the UK, under this contract, will be subject to prior approval by the Department/Government, as appropriate.

Please contact the Contract Owner XXXXXX redacted under FOIA section 40 via email: XXXXXX redacted under FOIA section 40 to discuss arrangements for commencement of the contract.

Please complete the Supplier Details form at Annex Aand return to the email address below.

Please sign the Award Form and return to be at the email address below.

Yours sincerely,

|  |
| --- |
| XXXXXX redacted under FOIA section 40 |
| Commercial Advisor |
| Commercial Directorate |
| XXXXXX redacted under FOIA section 40  **On behalf of the Secretary of State for Transport** |

Accepted for and on behalf of South Wales Transport (Neath) Ltd by:-

Signature: XXXXXX redacted under FOIA section 40

Name: XXXXXX redacted under FOIA section 40

Capacity: Director

Date: 03.11.2022