

XXXXXX redacted under FOIA section 40

MILLBROOK PROVING GROUND LIMITED

Station Lane, Millbrook, MK45 2JQ

Driver and Vehicle Standards Agency

The Ellipse Padley Road Swansea SA1 8AN

XXXXXX redacted under FOIA section 40

[www.gov.uk/dvsa](http://www.gov.uk/dvsa)

11 October 2022

Dear XXXXXX redacted under FOIA section 40,

**Acceptance of Tender for admission to the Heavy Goods Vehicle AEBS Testing Programme – K280021859**

On behalf of the Driver and Vehicle Standards Agency (DVSA), I write to advise you that it is our intention to accept your tender, dated 28 September 2022, submitted under the terms and conditions of the Vehicle and Component Testing Services framework.

This letter and the documents listed below will form a binding contract between you and this Department:

1. the terms and conditions of the Vehicle and Component Testing Services framework
2. the department’s invitation to tender dated 15 September 2022
3. the department’s specification
4. your tender dated 28 September 2022

The contract will start on the day the call off order form is signed by both Millbrook Proving Ground Ltd and DVSA. The service will commence on a day to be agreed between both parties. The commission will be in place for 10-12 weeks through to completion.

You must be in possession of a purchase order number before commencing work under the contract. This number will be confirmed to you shortly.

Invoices submitted to the Department **must quote the purchase order number** and be submitted in accordance with DVSA’s invoicing procedures.

**Send invoices to:**

Accounts Payable Shared Services Arvato 5 Sandringham Park Swansea Vale Swansea

SA7 0EA

Alternatively, electronic invoices can be sent to: [ssa.invoice@sharedservicesarvato.co.uk](mailto:ssa.invoice@sharedservicesarvato.co.uk)

**Invoices received without a purchase order number will be returned to you delaying payment.**

Please acknowledge receipt of this letter by signing and returning it via the Jaggaer eSourcing system. Once this has been completed you can then contact the Contract Manager, XXXXXX redacted under FOIA section 40, by email at XXXXXX redacted under FOIA section 40 to agree a date for a contract initiation meeting.

Yours sincerely

XXXXXX redacted under FOIA section 40

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| --- |
| **XXXXXX redacted under FOIA section 40** |
| Commercial Category Manager |
| Professional Services |
| XXXXXX redacted under FOIA section 40  **On behalf of the Secretary of State for Transport** |

I agree to the conditions of contract.

XXXXXX redacted under FOIA section 40

Signature

XXXXXX redacted under FOIA section 40 – Sales Director – Testing Services On behalf of Millbrook Proving Ground Ltd

**ANNEX A**

**TENDER EVALUATION REPORT FOR TENDERERS**

1. **Overall Score**

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