

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

Order Form

CALL-OFF REFERENCE:	PS/25/55 – Provision of IBM Power Series Refresh
THE BUYER:	Drive & vehicle Licencing agency (DVLA)
BUYER ADDRESS	Longview Road, Morriston, Swansea, SA6 7JL
THE SUPPLIER:	Akhter Computers Limited
SUPPLIER ADDRESS:	1-3 Marshgate Business Centre, Harlow Business Park, Parkway, Harlow, Essex, CM195Q
PREGISTRATION NUMBER:	N/A
DUNS NUMBER: Personal	XXXXXX “redacted under FOIA section No 40 –
SID4GOV ID:	N/A

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 27/6/2025.

It's issued under the Framework Contract with the reference number RM6098 for the provision of Technology Products & Associated Service 2.

CALL-OFF LOT(S):

Lot 1 Hardware and Software and 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) RM6098
3. Framework Special Terms
4. The following Schedules in equal order of precedence:
 - Joint Schedules for RM6098
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 10 (Rectification Plan)
 - Call-Off Schedules for RM6098
 - [Call-Off Schedule 5 (Pricing Details)
 - [Call-Off Schedule 8 (Business Continuity and Disaster Recovery) [amended for a Bronze Contract as per paragraph 10 of Part A of that Schedule]]
 - [Call-Off Schedule 20 (Call-Off Specification)
5. CCS Core Terms (version 3.0.11) as amended by the Framework Award Form
6. Joint Schedule 5 (Corporate Social Responsibility) RM6098
7. [Call-Off Schedule 4 (Call-Off Tender) as long as any parts of the Call-Off Tender that offer a better commercial position for the Buyer (as decided by the Buyer) take precedence over the documents above.]

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

N/A

CALL-OFF START DATE: **27/6/2025**

CALL-OFF EXPIRY DATE: **26/6/2030**

CALL-OFF INITIAL PERIOD: **5 Years**

CALL-OFF DELIVERABLES

See details in Call-Off Schedule 20 (Call-Off Specification)]

LOCATION FOR DELIVERY

The Buyer has 2 delivery locations for all the separate assets as follows: -

D – Basement Morriston FAO XXXXXX “redacted under FOIA section No 40 – Personal	Ty’r Felin FAO XXXXXX “redacted under FOIA section No 40 – Personal
D-Block Stores, DVLA, Longview Road, Morriston, Swansea SA6 7JL (7am till 3pm)	Ty-Felin DVLA Output Facility Felinfach Swansea West Industrial Park Fforestfach Swansea SA54AW (7am till 3pm)

The delivery address will be included in the formal Purchase Order. It is your responsibility to ensure that the designated delivery vehicle is dispatched to the correct location.

Advance Delivery Booking Process

All deliveries **must** be pre-booked and confirmed **48hours** in advance. Please contact the Logistic and Storage Team Leads, 01792 783185 or email <mailto:stores.order.forms@dvla.gov.uk> ensuring the following information is included.

1. Driver’s Name
2. Vehicle Make and Model
3. Vehicle Registration Number
4. Number/Volume of items to be delivered

You will be sent a notification email confirming the booking reference number and the time and date delivery is required.

Large volume deliveries will normally be allocated a morning delivery time. This helps ensure that the vehicle can be offloaded with minimum impact to the delivery driver and their onward transmission of additional deliveries.

If a scheduled delivery is delayed in transit (e.g. vehicle break down, significant traffic or tacho restrictions) please contact 01792 783185 immediately to provide information updates on progress and a revised estimated time of arrival.

NOTE: Failure to notify a delay will result in an impact to the official acceptance of the delivery and the vehicle could be prevented from accessing the site by the Security team.

DATES FOR DELIVERY

TBC

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.

XXXXXX “redacted under FOIA section No 43 – Commercial Interests”

CALL-OFF CHARGES

XXXXXX “redacted under FOIA section No 43 – Commercial Interests”

See details in Call-Off Schedule 5 (Pricing Details)

REIMBURSABLE EXPENSES

N/A

PAYMENT METHOD

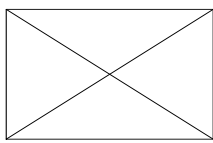
Payment will be in upfront and in full

BUYER'S INVOICE ADDRESS:

Email Address: SSa.invoice@Ubusinessservices.co.uk

Unity Business Services (UBS)
5 Sandringham Park
Swansea Vale
SA7 0EA

The DVLA's invoicing procedures are detailed below



BUYER'S AUTHORISED REPRESENTATIVE

XXXXXX “redacted under FOIA section No 40 – Personal Information”

Contract Owner

XXXXXX “redacted under FOIA section No 40 – Personal Information”

BUYER'S ENVIRONMENTAL POLICY



DVLA Environmental
Policy.pdf

BUYER'S SECURITY POLICY

SUPPLIER'S AUTHORISED REPRESENTATIVE

XXXXXX "redacted under FOIA section No 40 – Personal Information"

[Contracts Manager]

XXXXXX "redacted under FOIA section No 40 – Personal Information" **[1-3
Marshgate Business Centre, Harlow Business Park, Parkway, Harlow, Essex,
CM19 5QP,**

SUPPLIER'S CONTRACT MANAGER

XXXXXX "redacted under FOIA section No 40 – Personal Information"

[Contracts Manager]

XXXXXX "redacted under FOIA section No 40 – Personal Information" **[1-3
Marshgate Business Centre, Harlow Business Park, Parkway, Harlow, Essex,
CM19 5QP**

PROGRESS REPORT FREQUENCY

N/A

PROGRESS MEETING FREQUENCY

N/A

KEY STAFF

XXXXXX "redacted under FOIA section No 40 – Personal Information"

[Contracts Manager]

XXXXXX "redacted under FOIA section No 40 – Personal Information" **[1-3
Marshgate Business Centre, Harlow Business Park, Parkway, Harlow, Essex,
CM19 5QP**

KEY SUBCONTRACTOR(S)

N/A

COMMERCIALLY SENSITIVE INFORMATION

N/A]

SERVICE CREDITS

N/A

ADDITIONAL INSURANCES

N/A

GUARANTEE

N/A

SOCIAL VALUE COMMITMENT

The Supplier agrees, in providing the Deliverables and performing its obligations under the Call-Off Contract, that it will comply with the social value commitments in Call-Off Schedule 4 (Call-Off Tender)]

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	XXXXXX “redacted under FOIA section No 40 – Personal Information”	Signature:	XXXXXX “redacted under FOIA section No 40 – Personal Information”
Name:	XXXXXX “redacted under FOIA section No 40 – Personal Information”	Name:	XXXXXX “redacted under FOIA section No 40 – Personal Information”
Role:	Contract Manager	Role:	Commercial Category Lead
Date:	27/6/2025	Date:	30/06/2025

[Buyer guidance: execution by seal / deed where required by the Buyer].