



Commercial Directorate

DVLA
Longview Road
Morriston
Swansea SA6 7JL
Phone:

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

Your ref:

Our ref: PS/21/82

Date: 11/08/2021

XXXXXX "redacted under FOIA section [40 Personal Information]"
UDEMY
70 Sir John Rogerson's Quay
Dublin 2
Ireland

Dear XXXXXX "redacted under FOIA section [40 Personal Information]"

CONTRACT REFERENCE NUMBER: PS/21/82

CONTRACT TITLE: Provision of Online Training Licences

On behalf of the Secretary of State for Transport, I accept your tender dated 6th August 2021 for the above contract. This letter and the documents listed below form a binding contract between you and the Department for Transport (DfT).

1. Form of Tender
2. UdeMY's Subscription Agreement
3. Specification
4. Pricing Schedule
5. Invitation to Tender letter
6. Standard Selection Questionnaire
7. Standard Contractual Clauses (SCC) for Controllers to Processors

The period of the contract will be 1 year commencing on 30th July 2021 and expiring on 29th July 2022.

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 v2.1.doc

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, understanding and acceptance of this letter by signing in the allocated space below and returning to me at the above address.

Yours sincerely,

XXXXXX "redacted under FOIA section
[40 Personal Information]"
Commercial Advisor
Commercial Directorate
XXXXXX "redacted under FOIA section
[40 Personal Information]"

On behalf of the Secretary of State for Transport

Accepted for and on behalf of Udemby by:-

Signature: _____

Name: _____

Capacity: _____

Date: _____



SUPPLIER DETAILS

Supplier Name	
Supplier Address	
Post Code	
Country	
Telephone Number	
Mobile Number	
Account Manager Name	
Account Manager Email	
Business Email: <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	



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