

DPS Schedule 6 (Order Form Template and Order Schedules)

Order Form

ORDER REFERENCE: PS/23/169

THE BUYER: **Driver and Vehicle Licencing Agency**

BUYER ADDRESS **DVLA
Swansea
SA6 7JL**

THE SUPPLIER: **Actica Consulting Ltd**

SUPPLIER ADDRESS: 4 Stirling House, Stirling Road, Surrey
Research Park, Guildford, Surrey,
GU2 7RF

REGISTRATION NUMBER: XXXXXX "redacted under FOIA section
No 40 – Personal Information"

DUNS NUMBER: XXXXXX "redacted under FOIA section
No 40 – Personal Information"

DPS SUPPLIER REGISTRATION SERVICE ID: [if known]

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated 13/11/2023. It's issued under the DPS Contract with the reference number Cyber Security Services 3 RM3764iii for the provision of Third Party Assurance Under the GovAssure Scheme.

DPS FILTER CATEGORY(IES):
XXXXXX "redacted under FOIA section No 43 – Commercial Interests"

ORDER INCORPORATED TERMS

The following documents are incorporated into this Order Contract. Where numbers are missing we are not using those schedules. If the documents conflict, the following order of precedence applies:

DPS Ref: RM3764iii
Model Version: v1.0

1. This Order Form including the Order Special Terms and Order Special Schedules.
2. Joint Schedule 1 (Definitions and Interpretation) RM3764iii
3. The following Schedules in equal order of precedence:
 - Joint Schedules for RM3764iii
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements) (N/A)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 6 (Key Subcontractors) (N/A)
 - Joint Schedule 7 (Financial Difficulties) (N/A)
 - Joint Schedule 8 (Guarantee) (N/A)
 - Joint Schedule 10 (Rectification Plan) (N/A)
 - Joint Schedule 11 (Processing Data) (N/A)
 - Order Schedules for RM3764iii

 - Order Schedule 1 (Transparency Reports) (N/A)
 - Order Schedule 2 (Staff Transfer) (N/A)
 - Order Schedule 4 (Order Tender) (N/A)
 - Order Schedule 5 (Pricing Details) (N/A)
 - Order Schedule 6 (ICT Services) (N/A)
 - Order Schedule 7 (Key Supplier Staff) (N/A)
 - Order Schedule 8 (Business Continuity and Disaster Recovery) (N/A)
 - Order Schedule 9 (Security)
 - Order Schedule 10 (Exit Management) (N/A)
 - Order Schedule 13 (Implementation Plan and Testing) (N/A)
 - Order Schedule 14 (Service Levels) (N/A)
 - Order Schedule 15 (Order Contract Management) (N/A)
 - Order Schedule 17 (MOD Terms) (N/A)
 - Order Schedule 18 (Background Checks) (N/A)
 - Order Schedule 19 (Scottish Law) (N/A)
 - Order Schedule 20 (Order Specification)
 - Order Schedule 21 (Northern Ireland Law) (N/A)
 - Order Schedule 22 (Secret Matters) (N/A)
4. CCS Core Terms (DPS version)
5. Joint Schedule 5 (Corporate Social Responsibility) RM3764iii
6. Annexes A & B to Order Schedule 6 (N/A)

No other Supplier terms are part of the Order Contract. That includes any terms written on the back of, added to this Order Form, or presented at the time of delivery.

ORDER SPECIAL TERMS

The following Special Terms are incorporated into this Order Contract:
XXXXXX “redacted under FOIA section No 43 – Commercial Interests”

ORDER START DATE: 20th November 2023

ORDER EXPIRY DATE: 19th November 2024

ORDER INITIAL PERIOD: 12 Months

ORDER OPTIONAL EXTENSION Not applicable

DELIVERABLES

See details in Order Schedule 20 (Order Specification)

MAXIMUM LIABILITY

The limitation of liability for this Order 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
XXXXXX “redacted under FOIA section No 43 – Commercial Interests”

ORDER CHARGES

XXXXXX	XXXXXX
XXXXXX	XXXXXX
XXXXXX	XXXXXX
XXXXXX	XXXXXX
XXXXXX	XXXXXX
XXXXXX	XXXXXX

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

REIMBURSABLE EXPENSES

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

PAYMENT METHOD

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

DPS Ref: RM3764iii

Model Version: v1.0

BUYER'S INVOICE ADDRESS:

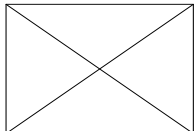
Email: ssa.invoice@sharedservicesarvato.co.uk

Postal Address: Shared Services arvato

5 Sandringham Park

Swansea Vale

SA7 0EA



BUYER'S AUTHORISED REPRESENTATIVES

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

Contract Owner

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

DVLA

Longview Road Swansea

SA6 7JL

BUYER'S ENVIRONMENTAL POLICY



dvla011-corporate-environmental-policy.p

BUYER'S SECURITY POLICY

The Supplier and Staff shall abide by the Buyer Security Policy.

The Policy should not be viewed as a fixed feature of the contract as it is regularly reviewed and is likely to undergo changes during the contract term. Any changes to the Policy will not change the Suppliers' obligations under the contract.



Cyber Security
Policy_110422.pdf

SUPPLIER'S AUTHORISED REPRESENTATIVE

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

Director

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

4 Stirling House

Stirling Road

Surrey Research Park

DPS Ref: RM3764iii

Model Version: v1.0

Guildford
Surrey
GU2 7RF

SUPPLIER'S CONTRACT MANAGER

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

Director

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

4 Stirling House

Stirling Road

Surrey Research Park

Guildford

Surrey

GU2 7RF

PROGRESS REPORT FREQUENCY

XXXXXX "redacted under FOIA section No 43 – Commercial Interests"

PROGRESS MEETING FREQUENCY

As specified in statement of requirements

KEY STAFF

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

Project Lead

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

4 Stirling House

Stirling Road

Surrey Research Park

Guildford

Surrey

GU2 7RF

KEY SUBCONTRACTOR(S)

Not applicable

COMMERCIALLY SENSITIVE INFORMATION

Not applicable

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

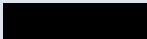
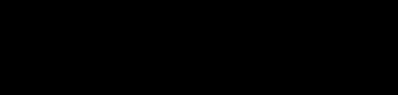
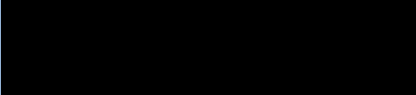
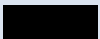








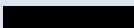

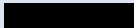
Not applicable

GUARANTEE

Not applicable

SOCIAL VALUE COMMITMENT

Not applicable

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
		Signature:	
			
			
			

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