

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

## Order Form

<b>CALL-OFF REFERENCE:</b>	PS/21/234
<b>THE BUYER:</b>	Driver and Vehicle Licensing Agency (DVLA)
<b>BUYER ADDRESS</b>	Longview Road, Swansea, SA6 7JL
<b>THE SUPPLIER:</b>	Bytes Software Services Ltd
<b>SUPPLIER ADDRESS:</b>	Bytes House, Randalls Way, Leatherhead, Surrey, KT22 7TW
<b>REGISTRATION NUMBER:</b>	<b>REDACTED</b>
<b>DUNS NUMBER:</b>	<b>REDACTED</b>
<b>SID4GOV ID:</b>	<b>Unknown</b>

### APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated as below in Signature panel.

It's issued under the Framework Contract with the reference number RM6068 for the provision of Technology Products and Associated Services.

### CALL-OFF LOT(S):

- Lot 3 Software & 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) RM6068

3. The following Schedules in equal order of precedence:

- Joint Schedules for RM6068
  - Joint Schedule 2 (Variation Form)
  - Joint Schedule 3 (Insurance Requirements)
  - Joint Schedule 4 (Commercially Sensitive Information)
  - Joint Schedule 11 (Processing Data)
  
- Call-Off Schedules for PS/21/234 Call-Off reference number
  - Call-Off Schedule 5 (Pricing Details)
  - Call-Off Schedule 6 (ICT Services)
  - Call-Off Schedule 8 (Business Continuity & Disaster Recovery) Part B
  - Call-Off Schedule 9 (Security) Part C
  - Call-Off Schedule 10 (Exit Management) Part B
  - Call-Off Schedule 20 (Call-Off Specification)

4. CCS Core Terms (version 3.0.6)

5. Joint Schedule 5 (Corporate Social Responsibility) RM6068

6. Annexes A to E Call-Off Schedule 6 (ICT Services)

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**

None

**CALL-OFF START DATE:** 17/02/2022

**CALL-OFF EXPIRY DATE:** 16/02/2023

**CALL-OFF INITIAL PERIOD:** 12 Months

**CALL-OFF OPTIONAL EXTENSION PERIOD** N/A

### **CALL-OFF DELIVERABLES**

The requirement is for the following products and modules:  
Lean IX – Enterprise Architecture Management.

- Application Portfolio Management x 100 App's
- Technology Risk Management x 100 App's
- Business Transformation Management x 100 App's

This product includes Support (Comfort Level) as standard.

## LOCATION FOR DELIVERY

Driver and Vehicle Licensing Agency, Longview Road, Swansea SA6 7JL

## DATES FOR DELIVERY OF THE DELIVERABLES

Within 2 weeks of execution of Call-off contract

## TESTING OF DELIVERABLES

None

## WARRANTY PERIOD

The warranty period for the purposes of Clause 3.1.2 of the Core Terms shall be is 90 days.

## MAXIMUM LIABILITY

The limitation of liability for this Call-Off 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 **£44,871.61**.

## CALL-OFF CHARGES

Total contract value - £37,605.00 + £7,266.61 onboarding cost - **£44,871.61**

The Charges will not be impacted by any change to the Framework Prices. The Charges can only be changed by agreement in writing between the Buyer and the Supplier because of a Specific Change in Law or Benchmarking using Call-Off Schedule 16 (Benchmarking) where this is used.

## REIMBURSABLE EXPENSES

None

## PAYMENT METHOD

All invoice payments will be via BACS

## BUYER'S INVOICE ADDRESS:

Email Address: [ssa.invoice@sharedservicesarvato.co.uk](mailto:ssa.invoice@sharedservicesarvato.co.uk)

Invoice Procedures embedded below:



Invoicing Procedures  
v2.1.pdf

## BUYER'S AUTHORISED REPRESENTATIVE

**REDACTED**

Commercial Advisor

**REDACTED**

Commercial Directorate, DVLA, Longview Road, Swansea SA6 7JL

## BUYER'S ENVIRONMENTAL POLICY



DVLA Corporate  
Environmental Policy

## BUYER'S SECURITY POLICY

None

## SUPPLIER'S AUTHORISED REPRESENTATIVE

**REDACTED**

Divisional Director – Strategic Frameworks & Bids

**REDACTED**

Bytes House, Randalls Way, Leatherhead, Surrey, KT22 7TW

## SUPPLIER'S CONTRACT MANAGER

**REDACTED**

Account Manager

**REDACTED**

Bytes House, Randalls Way, Leatherhead, Surrey, KT22 7TW

## PROGRESS REPORT FREQUENCY

Not Applicable

**PROGRESS MEETING FREQUENCY**

Not Applicable

**KEY STAFF**

To be agreed with successful supplier following contract award

**KEY SUBCONTRACTOR(S)**

Not Applicable

**COMMERCIALLY SENSITIVE INFORMATION**

To be agreed with successful supplier on contract award

**SERVICE CREDITS**

Not applicable

**ADDITIONAL INSURANCES**

Not applicable

**GUARANTEE**

Not applicable

**SOCIAL VALUE COMMITMENT**

Not applicable

**Framework Schedule 6 (Order Form Template and Call-Off Schedules)**  
 Crown Copyright 2018

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	REDACTED	Signature:	REDACTED
Name:	REDACTED	Name:	REDACTED
Role:	Divisional Director Strategic Frameworks & Bids	Role:	Commercial Specialist
Date:	9 <sup>th</sup> March 2022	Date:	09/03/2022

