

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

Order Form

CALL-OFF REFERENCE: **PS/25/49 Provision of Data Domain Refresh**

THE BUYER: **Driver & Vehicle Licensing Agency (DVLA)**

BUYER ADDRESS Longview Road, Morriston, Swansea, SA6 7JL

THE SUPPLIER: European Electronique Ltd

SUPPLIER ADDRESS: Forward House, Oakfields Industrial Estate,
Eynsham, Oxfordshire, OX29 4TT

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

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

SID4GOV ID: **n/a**

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 01/07/2025. 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: **10/07/2025**

CALL-OFF EXPIRY DATE: **09/07/2030**

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

CALL-OFF DELIVERABLES

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

LOCATION FOR DELIVERY

<p>FAO XXXXXX "redacted under FOIA section No 40 – Personal DVLA Stores D Basement Morriston</p>



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 as per manufacturer warranty.

MAXIMUM LIABILITY

The limitation of liability for this Call-Off Contract is stated in Clause 11.2 of the Core Terms.

RM6098 Framework Schedule 6 (Order Form Template and Call-Off Schedules)

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The Estimated Year 1 Charges used to calculate liability in the first Contract Year is
XXXXXX “redacted under FOIA section No 43 – Commercial Interests.

XXXXXX “redacted under FOIA section No 43 – Commercial Interests

CALL-OFF CHARGES

See details in Call-Off Schedule 5 (Pricing Details) Option 2.

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

The Supplier shall submit invoices directly to the billing address as per the Buyer’s order. The Supplier shall invoice the Buyer for Goods on despatch and for Services as per Supplier’s quotation. Payment to be made by BACS payment.

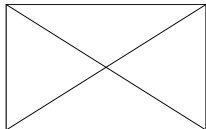
BUYER’S INVOICE ADDRESS:

All invoices and/or credit notes will either need to be sent electronically as an attachment to an email or as a hard copy document through the post to the designated address listed below:

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

Alternatively electronic invoices can be issued to SSa.invoice@Ubusinessservices.co.uk

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

<https://www.gov.uk/government/publications/dvlas-environmental-policy>

BUYER'S SECURITY POLICY

SUPPLIER'S AUTHORISED REPRESENTATIVE

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

Framework Manager

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

Forward House, Oakfields Industrial Estate, Eynsham, Oxfordshire, OX29 4TT

SUPPLIER'S CONTRACT MANAGER

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

Framework Manager

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

Forward House, Oakfields Industrial Estate, Eynsham, Oxfordshire, OX29 4TT

PROGRESS REPORT FREQUENCY

N/A

PROGRESS MEETING FREQUENCY

N/A

KEY STAFF

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

KEY SUBCONTRACTOR(S)

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

COMMERCIALLY SENSITIVE INFORMATION

None

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:	Framework Manager	Role:	Head of commercial Services
Date:	10/07/2025	Date:	10/07/2025

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