

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

## Order Form

CALL-OFF REFERENCE: **PS/24/105**

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

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

THE SUPPLIER: **Boxxe Limited**

SUPPLIER ADDRESS: **Artemis House, Eboracum Way, York, YO31 7RE**

REGISTRATION NUMBER: **021091168**

DUNS NUMBER: **390294056**

SID4GOV ID: **21184**

### APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 15/10/2024. 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 3 Software

### CALL-OFF INCORPORATED TERMS

This is a Bronze Contract.

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 7 (Financial Difficulties) [including Annex 5 – Optional Terms for Bronze Contracts]
- Call-Off Schedules for RM6098
  - Call-Off Schedule 5 (Pricing Details)
  - Call-Off Schedule 6 (ICT Services) including Annexes A to E
  - 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 9 (Security) – Part A
  - Call-Off Schedule 10 (Exit Management)
  - 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

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**

Any special terms will be confirmed/agreed with the successful supplier on Contract Award

**CALL-OFF START DATE: 06<sup>th</sup> December 2024**

**CALL-OFF EXPIRY DATE: 05<sup>th</sup> December 2025**

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

#### **CALL-OFF DELIVERABLES**

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

#### **LOCATION FOR DELIVERY**

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

DATES FOR DELIVERY

**The contract must be in place to commence 06<sup>th</sup> December 2024**

TESTING OF DELIVERABLES

**N/A**

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.**

**The Estimated Year 1 Charges used to calculate liability in the first Contract Year is £8,650.20**

CALL-OFF CHARGES

**Total contract value is £8,650.20**

REIMBURSABLE EXPENSES

**N/A**

PAYMENT METHOD

**All invoice payments will be via BACS**

BUYER'S INVOICE ADDRESS:

**Email Address:** [SSa.invoice@Ubusinessservices.co.uk](mailto:SSa.invoice@Ubusinessservices.co.uk)

**Invoice Procedures embedded below:**



BUYER'S AUTHORISED REPRESENTATIVE

**REDACTED**

**Commercial Advisor**

**REDACTED@dvla.gov.uk**

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

BUYER'S SECURITY POLICY

**N/A**

SUPPLIER'S AUTHORISED REPRESENTATIVE

**REDACTED**

**Account Manager**

**REDACTED**@boxxe.com

**Artemis House, Eboracum Way, York, YO31 7RE**

SUPPLIER'S CONTRACT MANAGER

**As above**

PROGRESS REPORT FREQUENCY

**N/A**

PROGRESS MEETING FREQUENCY

**N/A**

KEY STAFF

**REDACTED – Account Manager**

KEY SUBCONTRACTOR(S)

**N/A**

COMMERCIALLY SENSITIVE INFORMATION

**N/A**

SERVICE CREDITS

**N/A**

ADDITIONAL INSURANCES

**N/A**

GUARANTEE

**N/A**

SOCIAL VALUE COMMITMENT

**N/A**

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	REDACTED	Signature:	REDACTED
Name:	REDACTED	Name:	REDACTED
Role:	Account Manager	Role:	Commercial Specialist
Date:	15/10/2024	Date:	15/10/2024