|  |  |
| --- | --- |
| Commercial Directorate | |
| DVLA  Longview Road  Morriston  Swansea SA6 7JL | |
|  |  |
| www.gov.uk/browse/driving | |
| @dvlagovuk | |
| Your ref: |  |
| Our ref: | PS/22/214 |
| Date: | 19 January 2023 |

Adatis Consulting Limited

Broadmede House,

Farnham Business Park

Farnham

Surrey

England

GU9 8QT

Dear Sir**,**

**CONTRACT REFERENCE NUMBER: PS/22/214**

**CONTRACT TITLE: Provision of Azure Data Engineering Services**

**FRAMEWORK REFERENCE NUMBER: RM15557.3**

I refer to my letter dated 6th January. I am writing to confirm that the standstill period has now ended.

On behalf of the Secretary of State for Transport, I accept your Service Offering as advised via G Cloud **RM 1557.13**. on the 30 December 2022under the terms and conditions of the **G-Cloud 13.** This letter and the documents listed below form a binding contract between you and the Department for Transport.

1. The terms and conditions for Framework reference **RM15557.3**
2. Call Off Contract and Order Form
3. Statement of Work 1 (SoW1)
4. Schedule14 Performance Schedule

The period of the contract will be **2 (two)** years**,** commencing on **19th January 2023** and expiring on **18th January 2025**, with an option to extend for a further period of **1 (one) year if required.**

The rates for the Contract will be based on Time and Materials (exclusive of Value Added Tax) up to an estimated contract value of up to £3 million.

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.



**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.**

Employment of staff under this contract will be subject to the completion and acceptance by the Department of the evidence produced through the Baseline Personnel Security Standard (BPSS), or other higher HMG security level check. It is consistent with the data protection legislation that an individual’s refusal to undergo an essential check where there are no alternatives could lead to a refusal of employment.

Please contact the Contract Owner XXXXXX “redacted under FOIA section No 40 – Personal Information, to discuss arrangements for commencement of the contract and completion of BPSS security clearance procedures**.**

Please complete the questionnaire at Annex A and return to the email address below.

Please acknowledge your receipt **understanding and acceptance** of this letter.

Yours faithfully,

|  |
| --- |
| XXXXXX “redacted under FOIA section No 40 – Personal Information |
| Commercial Specialist |
| Commercial Directorate |
| XXXXXX “redacted under FOIA section No 40 – Personal Information  **On behalf of the Secretary of State for Transport** |

**Annex A:**

**SUPPLY CHAIN QUESTIONNAIRE**

Title: Provision of Azure Data Engineering Services

Name of Supplier: Adatis Consulting Limited

Contract start date: 17.01.2023 Contract end date 16.01.2025

Total value (excl. VAT and optional extensions) up to £3,000,000.00

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Dear Supplier

In order to help us measure the success of activity we have undertaken to help make our contracts more accessible to SMEs and to respond to requests for information about our use of SMEs can you please indicate of you will be using any SMEs as part of your supply chain.

Please provide the following for **each** SME in your supply chain

|  |
| --- |
| Name of SME……………………….  Address……………………………..  ……………………………………….  ……………………………………….  ………………………………………..  Post code ………………  Value\* of the proportion of the contract they will be undertaking £………….. |

*Please replicate this box as many times as needed*

\*Please note: Monthly spend information for each SME will be calculated by equally apportioning this figure to each month of the contract. However if you are able to provide a specific spend profile this would be helpful.

Your contact details in case of any follow-up questions:

………………………………………

………………………………………

………………………………………