



Driver & Vehicle  
Standards  
Agency

**Driver and Vehicle Standards Agency  
Commercial**

The Ellipse  
Padley Road  
Swansea  
SA1 8AN

[commercialenquiries@dvsa.gov.uk](mailto:commercialenquiries@dvsa.gov.uk)

XXXXXX redacted under FOIA section 40

**UTAC UK Ltd**

Station Lane  
Millbrook  
Bedford  
MK45 2JQ

Our ref: K280022345

Date: 28 May 2024

Dear XXXXXX redacted under FOIA section 40,

**CONTRACT AWARD**

**K280022345 – WP163.2 Motorcycle Noise Programme 2024**

I refer to my letter dated 14 May 2024. I am writing to confirm that the standstill period has now finished.

On behalf of the Secretary of State for Transport, I accept your tender dated 07/04/2024 for the above-mentioned Contract. This procurement activity was conducted under DVSA's Vehicle and Component Testing Services Framework and the framework terms and conditions shall apply.

This letter and the documents listed below will form a binding contract between you and this Department:

- I. Invitation to tender letter
- II. Instructions for Tenderers
- III. Schedule 1 - Form of Tender
- IV. Schedule 2 - Specification
- V. Schedule 3 - Technical Factors
- VI. Schedule 4 - Pricing Schedule
- VII. Schedule 5 - Framework Agreement
- VIII. Schedule 6 - Framework Agreement and Mini Competition Rules
- IX. Schedule 7 - General Conditions of Contract for Services
- X. Tender Response

The contract will start on the day this letter is signed by UTAC and will expire on 30 June 2025. The service will commence on a day to be agreed between both parties and is expected to be delivered by 1 January 2025.

The maximum firm price for the Contract is £48,186.60, exclusive of Value Added Tax.

You must be in possession of a purchase order number before commencing work under the contract. This number will be confirmed to you shortly.



Driver & Vehicle  
Standards  
Agency

Invoices submitted to the Department **must quote the purchase order number** and be submitted in accordance with DVSA's invoicing procedures.

**Send invoices to:**

Accounts Payable  
Shared Services Arvato  
5 Sandringham Park  
Swansea Vale  
Swansea  
SA7 0EA

Alternatively, electronic invoices can be sent to:

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

**Invoices received without a purchase order number will be returned to you delaying payment.**

Please acknowledge receipt of this letter by signing and returning it via the Jaggaer eSourcing system. Once this has been completed you can then contact the Technical Lead by email at XXXXXX redacted under FOIA section 40 to agree a date for a contract initiation meeting.

We thank you for your co-operation to date and look forward to continuing a successful working relationship.

Yours sincerely

XXXXXX redacted under FOIA section 40

XXXXXX redacted under FOIA section 40

Senior Commercial Category Manager  
by authority of the Secretary of State for  
Transport

I agree to the conditions of contract.

Accepted for and on behalf of UTAC UK Ltd by:

Signature: XXXXXX redacted under FOIA section 40

Name: XXXXXX redacted under FOIA section 40

Capacity: XXXXXX redacted under FOIA section 40

Date: 03<sup>rd</sup> June 2024