

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

## Order Form

CALL-OFF REFERENCE: **PS/23/44**

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

BUYER ADDRESS Longview Road, Swansea, SA6 7JL

THE SUPPLIER: **Akhter Computers Limited**

SUPPLIER ADDRESS: 1-3 Marshgate Business Centre, Harlow Business Park, Parkway, Harlow, Essex, CM19 5QP

REGISTRATION NUMBER: **REDACTED**

DUNS NUMBER: **REDACTED**

SID4GOV ID: n/a

### 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 7 (Financial Difficulties)
    - Joint Schedule 11 (Processing Data)
  - Call-Off Schedules for PS/23/44
    - 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

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: **25/04/23**

CALL-OFF EXPIRY DATE: **24/04/24**

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

CALL-OFF OPTIONAL EXTENSION PERIOD **Not Applicable**

#### CALL-OFF DELIVERABLES

Provision of subscription licences and support as detailed in the below table:

Description	Number of Users	Start Date	Expiry Date
<b>Articulate 360 Teams annual subscription including support</b>	<b>29</b>	<b>25/04/23</b>	<b>24/04/24</b>

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

#### LOCATION FOR DELIVERY

Framework Ref: RM6068  
Project Version: v0.1  
Model Version: v3.2

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

DATES FOR DELIVERY OF THE DELIVERABLES

**The contract must be in place to commence 25/04/23**

TESTING OF DELIVERABLES

None

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 **£31,513.72**

CALL-OFF CHARGES

**£31,513.72**

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: **REDACTED**

Invoice Procedures embedded below:

**REDACTED**

BUYER'S AUTHORISED REPRESENTATIVE

**REDACTED**

Commercial Specialist

**REDACTED**

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

BUYER'S ENVIRONMENTAL POLICY

Embedded below



dvla011-corporate-environmental-policy.p

**BUYER'S SECURITY POLICY**

None

**SUPPLIER'S AUTHORISED REPRESENTATIVE**

**REDACTED**

Sales & Purchasing Administrator

**REDACTED**

Akhter Computers Limited, 1-3 Marshgate Business Centre, Harlow Business Park, Parkway, Harlow, Essex, CM19 5QP

**SUPPLIER'S CONTRACT MANAGER**

**REDACTED**

Contracts Manager

**REDACTED**

Akhter Computers Limited, 1-3 Marshgate Business Centre, Harlow Business Park, Parkway, Harlow, Essex, CM19 5QP

**PROGRESS REPORT FREQUENCY**

Not Applicable

**PROGRESS MEETING FREQUENCY**

Not Applicable

**KEY STAFF**

To be agreed with successful supplier following contract award

**KEY SUBCONTRACTOR(S)**

**Articulate Global LLC**

**COMMERCIALLY SENSITIVE INFORMATION**

To be agreed with successful supplier on contract award

**SERVICE CREDITS**

Not applicable

**ADDITIONAL INSURANCES**

Not applicable

**GUARANTEE**

Not applicable

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

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**SOCIAL VALUE COMMITMENT**

Not applicable

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	REDACTED	Signature:	REDACTED
Name:	REDACTED	Name:	REDACTED
Role:	Sales & Purchasing Administrator	Role:	Commercial Specialist
Date:	19 April 2023	Date:	19 April 2023