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| --- | --- |
| Commercial Directorate | |
| DVLA  Longview Road  Morriston  Swansea SA6 7JL | |
| www.gov.uk/browse/driving | |
| @dvlagovuk | |
| Ref: | PS/22/194 |
| Date: | 30/01/2024 |

XXXXXX “redacted under FOIA section No 40”

Applus Car Testing Service Limited

Unit 3026 Lake Drive

Dublin

Ireland

D24RC8V

**CONTRACT REFERENCE NUMBER: PS/22/194**

**CONTRACT TITLE: Provision of Vehicle Inspection Services**

Dear XXXXXX “redacted under FOIA section No 40”

I refer to my letter dated 19/01/2024. I am writing to confirm that the standstill period has now ended.

On behalf of the Secretary of State for Transport, I accept your tender dated 21/09/2023for the above contract. The attached contract details "Award Form" contract conditions and the Schedules set out the terms of the contract between DVLA and Applus Car Testing Service Limited for the provision of the deliverables set out in the Award Form.

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

You must be in possession of an official purchase order (PO), before commencing any work, or supplying any goods, under this contract. The PO Number for this contract will follow shortly. Invoices submitted to the Department **must quote the PO number** and must be submitted in accordance with DVLA’s Invoicing Procedures, as referenced in the Award Form.

**Please ensure invoices are sent to Shared Services arvato (SSa) and not DVLA. Invoices received without the correct PO Number will be returned to you and will delay receipt of payment.**

Please contact the Contract Owner XXXXXX “redacted under FOIA section No 40” (XXXXXX “redacted under FOIA section No 40”) via email, to discuss arrangements for commencement of the contract.

Please confirm your acceptance of the Conditions by signing and returning the Award Form along with any requested Schedules/Annexes, within 7 days from the date of this Award Form. No other form of acknowledgement will be accepted. Please remember to include the reference number above in any future communications relating to this contract.

The Award Form will be countersigned and will create a binding contract between the two named parties.

Yours sincerely,

XXXXXX “redacted under FOIA section No 40”

Commercial Specialist

Commercial Directorate

XXXXXX “redacted under FOIA section No 40”

**By authority of the Secretary of State for Transport**