



Driver & Vehicle  
Standards  
Agency

XXXXXX redacted under FOIA  
section 40  
DVSA  
The Ellipse  
Padley Road  
Swansea  
SA1 8AN  
[www.gov.uk/dvsa](http://www.gov.uk/dvsa)

12 March 2024

**Warwickshire Police**

XXXXXX redacted under FOIA section 40  
Stratford Upon Avon Police Station,  
Rother Street,  
CV37 6RD

Dear XXXXXX redacted under FOIA section 40,

**Award letter - K280022406 - Non-Police Personnel Vetting (NPPV) 2024-27**

On behalf of the Driver and Vehicle Standards Agency (DVSA), I write to accept your quote dated 27<sup>th</sup> February 2024 for the above contract. This letter and the documents listed below form a binding contract between you and the DVSA.

1. This Award Letter
2. Your price variation letter 1<sup>st</sup> April 2024
3. New rates for vetting as of April 2024
4. Your vetting terms and conditions November 2023

The contract will commence on 1<sup>st</sup> April 2024 and expire on 31<sup>st</sup> March 2027. The maximum value of the contract is £33,900 exclusive of VAT. You must be in receipt of a valid purchase order (PO), before commencing any work. The purchase order number will follow shortly.

Invoices submitted to the Department **must quote the PO number** and must be submitted 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 your receipt, understanding and acceptance of this letter by signing in the allocated space below and returning to me at the email address below

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

Accepted for and on behalf of Warwickshire  
Police by:-

XXXXXX redacted under  
FOIA section 40

Signature: \_\_\_\_\_

Name: \_\_ XXXXXX redacted under  
FOIA section 40 \_\_

Capacity: \_\_Vetting Supervisor\_\_

Date: \_\_3<sup>rd</sup> April 2024\_\_