



Phoenix Software Ltd  
Blenheim House  
Pockington  
York  
YO42 1NS

[www.gov.uk/browse/driving](http://www.gov.uk/browse/driving)  
[@dvlagovuk](https://twitter.com/dvlagovuk)

Our ref: PS/22/173  
Date: 12<sup>th</sup> December 2022

Dear REDACTED,

**CONTRACT REFERENCE NUMBER: PS/22/173**  
**CONTRACT TITLE: Renewal of Active Directory Migration Tooling**  
**FRAMEWORK REFERENCE NUMBER: RM6068**

On behalf of the Secretary of State for Transport, I accept your tender under the terms and conditions of the Technology Products & Associated Services Framework RM6068. 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 RM6068
2. The Department's Request for Proposal letter dated 14<sup>th</sup> November 2022.
3. The Department's specification
4. Your quote dated 5<sup>th</sup> December 2022.

The period of the contract will be for **12 months**, commencing on 4<sup>th</sup> January 2023 and expiring on 3<sup>rd</sup> January 2024, with the option of two additional years.

The Firm Price for the Contract is **£35,802.29**, exclusive of Value Added Tax.

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.



Invoicing  
Procedures.docx

**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.**



Please contact the Contract Owner REDACTED via REDACTED to discuss arrangements for commencement of the contract.

Please acknowledge your receipt of this letter.

Yours sincerely,

REDACTED

Commercial Adviser

Commercial Directorate

REDACTED

**On behalf of the Secretary of State for Transport**