

Specification

In-Service Conformity Light-Duty Emissions Testing Vehicle Certification Agency (VCA)

Contract Reference: VCA0001

Date: 12 October 2020

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1. PURPOSE

- 1.1 The Vehicle Certification Agency (VCA), with the understanding of the Swedish Transport Agency (STA), invites submissions from Suppliers for the undertaking of light-duty vehicle emissions testing for the purposes of the “New In-Service Conformity (ISC) Methodology”, introduced in Annex II (Part B) of Regulation (EU) 2017/1151, as amended by 2018/1832 (<https://eur-lex.europa.eu/legal-content/GA/TXT/?uri=CELEX:32018R1832>).
- 1.2 The Supplier will be required to source, examine and test up to 12 vehicles before 31 March 2021.

2. BACKGROUND TO THE CONTRACTING AUTHORITY

- 2.1 VCA is an Executive Agency for the UK’s Department for Transport and is the designated UK Type Approval Authority.
- 2.2 STA is the Type Approval Authority of Sweden.
- 2.3 VCA is a designated Technical Service to STA, and has entered a memorandum of understanding with STA to support the delivery of an ISC programme to fulfil the EU regulation’s requirements.

3. BACKGROUND TO REQUIREMENT/OVERVIEW OF REQUIREMENT

- 3.1 A review by the European Commission of the historical light-duty emissions In-Service Conformity (ISC) tests, previously only performed by the manufacturers, revealed that very few ‘fails’ were reported to type approval authorities. This is despite known emissions-related recall campaigns and other voluntary actions being implemented in-market.
- 3.2 In an attempt to increase the effectiveness of ISC, and improve the correlation between a manufacturer’s ISC failure rates and in-market remedial actions, control has now also been given to Granting Type Approval Authorities (GTAAAs) to perform ISC tests on a percentage of the approved vehicle emission types each year. The GTAA in this case is STA.
- 3.3 VCA and STA are responsible for selecting which vehicle types shall be tested each year for ISC. This is based on a risk assessment, supported by multiple data sources, to identify the vehicles that are most likely to “not comply with ISC rules”. This pertains to the vehicle exceeding one or more of the Euro 6 pollutant emissions limits, as given in Regulation (EC) No 715/2007, in Type 1, 4, 6 or RDE tests.
- 3.4 VCA and STA do not currently have the facilities in order to perform light-duty emissions tests required for ISC. As a result, VCA and STA are seeking the services of a Supplier with these facilities to perform this work.

- 3.5 Only Type 1 and RDE tests, as detailed in Annex IIIA and XXI, respectively, of Regulation (EU) 2017/1151, as amended by Regulation (EU) 2018/1832, will be included in the scope of this ISC testing.
- 3.6 The GTAA is required to publish an annual report which presents the results of all ISC testing conducted in the previous year, as well as all associated investigations therein (once closed). The deadline for submitting this report is 31st March 2021.
- 3.7 This year, VCA and STA have identified 12 vehicle types that need to be tested for ISC purposes. According to the regulation, a minimum sample size of three vehicles is required for each vehicle type (i.e. 36 vehicles total). However, the scope of this Contract only encompasses the testing of the first vehicle from each sample. Therefore, only 12 vehicles are required to be tested by the Supplier who is awarded the Contract. The remainder of the ISC test programme is to be awarded in a separate contract.
- 3.8 It has been decided to split the contracts in this way to commence the ISC testing as soon as possible, and allow for the “statistical folders” to be opened for each test type (see last paragraph in point 5.10.1. of Annex II,) before 31 March 2021. Once each folder has been opened, the GTAA has 12 months to complete all testing (with an extra 6 months if necessary), which is permitted to go beyond 31 March 2021.

4. DEFINITIONS

Expression or Acronym	Definition
VCA	means Vehicle Certification Agency
STA	means Swedish Transport Agency
GTAA	means Granting Type Approval Authority
ISC	means In-Service Conformity
2018/1832	means Regulation (EU) 2017/1151, as amended by Regulation (EU) 2018/1832
Annex II	means the “New In-Service Conformity (ISC) Methodology” in Annex II (Part B) of 2018/1832
Type 1	means the Type 1 test procedure as given in Annex XXI of 2018/1832
RDE	means the Real Driving Emissions test procedure as given in Annex IIIA of 2018/1832
PEMS	means Portable Emission Measurement Systems

5. SCOPE OF REQUIREMENT

- 5.1 The Supplier will be required to:

- 5.1.1 Source a minimum of 10 and a maximum of 12 in-market, EU-registered vehicles, according to the specifications given by VCA and STA;
- 5.1.2 Examine each sourced vehicle according to the criteria contained within Appendix 1 of Annex II to ensure the vehicle is eligible for ISC testing;
- 5.1.3 Perform one Type 1 and one RDE test on each vehicle and deliver the results of these tests to VCA and STA in the specified timeframes;

6. THE REQUIREMENT

6.1 For this work package, the number of vehicles that need to be sourced, examined and tested is up to 12. This is based on there being six ISC-eligible vehicle manufacturers, 12 applicable 'ISC families' (two per manufacturer), and one vehicle being tested from each ISC family. For each vehicle, one valid Type 1 test and one valid RDE test are required to be performed, equating to 24 tests. This test volume does not include the accompanying preparatory tests, such as transferring road loads to the chassis dynamometer, preconditioning and PEMS validation tests.

6.2 Vehicle Sourcing and Examination Requirements

6.2.1 This year, the six vehicle manufacturers to be covered in the ISC programme are:

- Ford-Werke GmbH
- Jaguar Land Rover Limited
- Hyundai Assan Otomotiv San ve Tic. A.Ş.
- Hyundai Motor Manufacturing Czech s.r.o.
- Kia Motor Corporation
- Kia Motors Slovakia s.r.o.

6.2.2 The Supplier of this work specification will take responsibility for the management and sourcing of all vehicles to be tested, with each vehicle type-variant-version being specified by VCA and STA.

6.2.3 Upon sourcing a test vehicle, the vehicle (and its registered owner) shall be evaluated by the Supplier in accordance with the criteria given in '*Selection of Vehicles for In Service Conformity Emissions Testing*', as given in Appendix 1 of Annex II. This shall be completed for every test vehicle by the Supplier, and submitted to VCA prior to test. The vehicle shall be rejected, and another one sourced, if any single criterion is not satisfied. The Supplier shall therefore have the capability to perform these evaluations, including on-board diagnostic checks, and it shall also be recorded, where

applicable, when the last Diesel Particulate Filter (DPF) regeneration was completed and the current soot mass loading of the DPF. This is to ensure DPF regeneration does not occur during the Type 1 or RDE tests; a service DPF regeneration and stabilisation should be performed to avoid this where appropriate.

- 6.2.4 The sourced test vehicle must be registered in an EU Member State and have been driven in the EU for at least 90% of its driving time. It is therefore envisaged that the Supplier's test laboratory should ideally be located in an EU Member State, in order to source vehicles effectively and without incurring high logistical costs to transport vehicles that meet these criteria.
- 6.2.5 All vehicles sourced and tested for the purposes of this work specification must be returned, undamaged, to their respective owners at the conclusion of their tests (as determined by VCA or STA). Any damage occurring to the vehicles during the time that they are under the care of the Supplier is the responsibility of the Supplier. Therefore, the Supplier will be liable for any damage-related charges from the hire company or registered owner. It is highly recommended that photographic evidence of the vehicle condition as delivered is taken and any cosmetic defects are recorded and agreed with the vehicle owner prior to any testing commencing.
- 6.2.6 Suppliers must have confirmation, in writing, from the VCA or STA before a vehicle is returned to its registered owner. This is to ensure all applicable ISC tests have been completed for that vehicle.

6.3 Vehicle Testing Requirements

6.3.1 General Facility and Test Programme Requirements

- 6.3.1.1 For the purposes of all ISC testing to be performed, as specified in this document, the emissions laboratory, its associated facilities and test procedures shall, unless superseded or otherwise stated by the GTAA, meet and satisfy the latest EU Worldwide Harmonised Light Vehicles Test Procedure (WLTP) requirements in order to perform valid Type 1 and RDE tests as prescribed in Annex IIIA and XXI, respectively, of 2018/1832.
- 6.3.1.2 This shall be confirmed through a Facility Appraisal, conducted by VCA or STA, prior to the commencement of any testing, unless a valid appraisal from VCA or STA (or one of their designated technical services) is already held by the Supplier. It will therefore be required to visit the facility to perform this appraisal, and given sufficient

access to all relevant parts of the facility and documentation.

- 6.3.1.3 To meet quality assurance requirements, the inspection body and/or laboratory to be performing ISC tests, that is not a designated technical service to STA, shall be accredited according to EN ISO/IEC 17020:2012 (for inspection bodies) and EN ISO/IEC 17025:2017 (for laboratories). Proof of any accreditation shall be provided by the Supplier when bidding for this work specification.

6.3.2 Specific Test Requirements – Type 1

- 6.3.2.1 The Type 1 test procedure as given in Annex XXI of 2018/1832 shall be followed, for the applicable vehicle type, under the correct laboratory conditions, for every test vehicle. For vehicles equipped with a manual shift transmission, the 'gear shift schedule' to be used for the test shall be provided by the vehicle manufacturer, as used at type approval, and used for the purposes of the preconditioning and Type 1 tests.
- 6.3.2.2 Vehicles shall always be tested in the predominant, 'key-on' default mode, unless otherwise specified by VCA or STA or item 18 in the Transparency List contained in Appendix 5 of Annex II.
- 6.3.2.3 All utilised test equipment described in Sub-Annex 5 of Annex XXI, shall possess a valid calibration certificate, which shall be provided to VCA or STA upon request, to cover any conducted testing.
- 6.3.2.4 For pure internal combustion engine (ICE) vehicles, the overarching test procedure is as follows (in chronological order):
- (a) Transferring road load to a chassis dynamometer (using the Fixed or Iterative methods as given in paragraph 7. of Sub-Annex 4 of Annex XXI). The dynamometer load coefficients generated from this are valid for use in preconditioning, Type 1 and PEMS validation tests, for up to one week. Otherwise, this activity must be repeated after the Type 1 test to confirm the generated dynamometer loads are still valid. If a particular vehicle possesses a 'dyno mode' this shall be made aware to the bidder, and how to activate/deactivate this mode.

- (b) Test vehicle preconditioning (as given in paragraph 2.6. of Sub-Annex 6 of Annex XXI)
 - (i) Vehicle shall be fully charged.
 - (ii) One applicable WLTC shall be driven. Further WLTCs may be driven to stabilise emissions control systems, as appropriate.
 - (iii) Test vehicle shall then be put into a dedicated soak area for 6 – 36 hours at $23 \pm 3^{\circ}\text{C}$. Vehicle shall not be placed on charge again before the Type 1 test. Additionally, keys must be kept away from the test vehicle to reduce the possibility of battery charge depletion.
- (c) Type 1 test (as given in Sub-Annex 6 of Annex XXI)
 - (i) Applicable WLTC is driven (i.e. Class 1, 2, 3a or 3b)
 - (ii) Measurement of pollutant emissions only: CO, THC, NMHC, NO_x, THC+NO_x, PM (in mg/km) and PN (in #/km). CO₂ measurement is optional.
 - (iii) Speed trace tolerances requirements shall be adhered to, and IWR and RMSSE drive trace indices limits shall also be satisfied. Otherwise, the test is deemed invalid and shall be repeated. These results shall be reported to VCA and STA.
 - (iv) Ki and DF corrections shall not be applied to the pollutant test results.
 - (v) Upon completion of the WLTC test a roadload check / coastdown should be completed and recorded to verify the dynamometer load coefficients are unchanged since step (a).

6.3.2.5 For Not-Off-Vehicle Charging Hybrid Electric Vehicles (NOVC-HEVs), the charge-sustaining Type 1 procedure shall be followed, as given in Sub-Annex 8 of Annex XXI. This follows the same Type 1 procedure as for pure ICE vehicles, as outlined above.

- 6.3.2.6 For Off-Vehicle-Charging Hybrid Electric Vehicles (OVC-HEVs), the charge-sustaining Type 1 procedure shall be followed, as given in paragraph 3.2.5. of Sub-Annex 8 of Annex XXI. This follows the same procedure as for pure ICE and NOVC-HEV vehicles, given above, apart from the preconditioning procedure. For the preconditioning of OVC-HEV vehicles, the rechargeable electric energy storage system (REESS) shall first be discharged to achieve charge-sustaining operating condition, according to the manufacturer's recommendation. The vehicle manufacturer's battery discharge procedure can be obtained within 5 working days of the request by an accredited laboratory or technical service. This discharge shall then be followed by a WLTC preconditioning cycle and placed into the soak area, in preparation for the Type 1 test.
- 6.3.2.7 All tests performed must be documented with results and supplied to VCA and STA within two working days of test execution.
- 6.3.3 Specific Test Requirements – Real Driving Emissions (RDE)
- 6.3.3.1 For RDE testing, a test plan shall be drafted by VCA and STA to check ISC compliance under a "wide range of conditions" in accordance with Annex II and Annex IIIA of 2018/1832. This shall be submitted by VCA and STA to the Supplier in advance of testing. As such, the Supplier shall be able to facilitate requests to enable the vehicle to be tested a wide range of conditions. This could include: cold and hot-start tests, different ambient temperature ranges, altitudes, or other atmospheric conditions. Vehicles shall always be tested in the predominant, 'key-on' default mode, unless otherwise specified by VCA or STA, or item 18 in the Transparency List contained in Appendix 5 of Annex II.
- 6.3.3.2 The RDE preparation, test and post-processing procedures, as given in Annex IIIA of 2018/1832, shall be followed in their entirety and documented, for the applicable vehicle type, as itemised below:
- (a) Appendix 1 - Test procedure for vehicle emissions testing with a Portable Emissions Measurement System (PEMS)
 - (b) Appendix 2 - Specifications and calibration of PEMS components and signals

- (c) Appendix 3 – Validation of PEMS and non-traceable exhaust mass flow rate
- (d) Appendix 4 - Determination of emissions
- (e) Appendix 5 - Verification of overall trip dynamics using the moving averaging window method
- (f) Appendix 6 - Calculation of the final RDE emissions results.

6.3.3.3 All RDE testing shall take place on public roads (apart from the PEMS validation), and the measured exhaust emissions shall include NO_x, PN and CO (mg/km) as a minimum. All utilised test equipment described in Appendix 2 of Annex IIIA of 2018/1832 shall possess a valid calibration certificate, which shall be provided to VCA or STA upon request, to cover any conducted testing.

6.3.3.4 Providing an allowance for the different fuel tank levels and different driver and passenger masses, the mass of the test vehicle, as received, with the driver, one passenger and PEMS equipment installed shall be the same as the mass of the test vehicle with the driver and one passenger without the PEMS equipment installed \pm 5%. This may involve removing the spare wheel, seats, to account for the additional mass gained from the PEMS equipment. The vehicle shall be weighed prior to RDE test and the test mass shall be recorded.

6.3.3.5 All tests performed must be documented with results and supplied to VCA and STA within two working days of test execution.

6.3.4 Fuels and Reagents

6.3.4.1 The use of a test reference fuel as specified in the 2018/1832, Annex IX, shall apply. For petrol-fuelled vehicles, this shall meet the E10 specifications, for Diesel-fuelled vehicles, this shall meet the B7 specifications. The fuel that is in the fuel tank upon delivery of the test vehicle shall be drained and the tank filled with 20 litres of the applicable reference fuel.

6.3.4.2 Fuel batch calibration certificates shall be available for all batches used for tests performed. Please include the pricing for predicted fuel changes in any submitted bid for this work specification.

6.3.4.3 Additionally, vehicles that use a reagent (such as AdBlue) shall have the reagent quality and quantity verified prior to testing, as prompted by Annex II’s vehicle selection criterion. If the reagent tank is found to be less than half full, then five litres of reagent shall be added to the tank.

6.3.5 ISC Test Witnessing

6.3.5.1 VCA may, on occasion, request for permission to attend a sample of tests to check procedures are being followed. This request shall always be respected, with a maximum of two weeks’ notice being given to the bidder, before VCA intend to witness ISC tests. This is for auditing purposes, as outlined in paragraph 5.1. of Annex II.

6.3.6 Invalid Tests

6.3.6.1 For vehicle tests that are ‘invalid’, as deemed by VCA or STA, due to:

- (a) Incorrect test procedure(s) (as per the requirements of this document and 2018/1832);
- (b) Not using the exact data provided in the test request form;
- (c) Sourcing the incorrect vehicle;
- (d) A software or hardware fault with the vehicle and/or test equipment; or
- (e) Any other reason that is deemed the responsibility of the Supplier.

VCA and STA will not be charged for these tests and all otherwise additional costs needed to retest the vehicle (including extensions to vehicle hire, preparatory measures and tests) shall be waived.

7. KEY MILESTONES AND DELIVERABLES

7.1 The milestones related to this programme can be split into the preparation work (milestones 1 and 2), prior to any testing taking place, followed by three test completion milestones (3, 4 and 5) to track and ensure the timely delivery of the test programme. The timeframes specified are aligned with the dates given in point 3.8. of this document.

7.2 The following Contract milestones/deliverables shall apply:

Milestone/Deliverable	Description	Timeframe or Delivery Date
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OFFICIAL
DfT Specification
VCA0001
In-Service Conformity Light-Duty Emissions Testing

1	Project kick-off meeting held; Supplier test plan and procedures are agreed with VCA and STA.	Within week 2 of Contract Award
2	Supplier Facility Appraisal completed (if applicable).	Within week 3 of Contract Award
3	First vehicle completed (sourced, examined and tested). Test results and reports delivered to VCA and STA.	Within weeks 4 of Contract Award
4	50% of vehicles completed (sourced, examined and tested). Test results and reports delivered to VCA and STA.	No later than 12/02/2021
5	100% of vehicles completed (sourced, examined and tested). All test results and reports delivered to VCA and STA.	No later than 26/03/2021

8. MANAGEMENT INFORMATION/REPORTING

- 8.1 VCA, STA and the Supplier will exchange files using an online collaborative platform, set up VCA, to share information effectively to all stakeholders.
- 8.2 The Supplier shall ensure that VCA and STA are notified immediately of any files they upload to the system.
- 8.3 VCA and STA will provide a list of the 12 vehicle types that are to be sourced by the Supplier within 1 week of being awarded the Contract. This will also include all the information required to complete Type 1 and RDE tests (e.g. road load coefficients).
- 8.4 For each test completed, the supplier must deliver a report of the results within 2 working days of test execution.

9. VOLUMES

- 9.1 The volume of work to be undertaken by the Supplier under this Contract is the sourcing, examining and testing of up to 12 vehicles (in accordance with the requirements of section 6).
- 9.2 If the Supplier does not have the capability to deliver the maximum volume (12 vehicles) within the timeframes, specified in section 7, the Supplier may still bid for the Contract but must indicate the reduced volume they are able to deliver under these terms instead. The minimum volume the Supplier must deliver is set at 10 vehicles.

10. CONTINUOUS IMPROVEMENT

- 10.1 The Supplier will be expected to continually improve the way in which the required Services are to be delivered throughout the Contract duration.
- 10.2 The Supplier should present new ways of working to the Authority during monthly Contract review meetings.
- 10.3 Changes to the way in which the Services are to be delivered must be brought to the Authority's attention and agreed prior to any changes being implemented.

11. SUSTAINABILITY

- 11.1 The Supplier shall seek to undertake this work with minimal impacts to the environment where possible. Consideration shall be given to sourcing vehicles that are as close to the test location as possible, to reduce distances driven.

12. QUALITY

- 12.1 The Supplier shall fulfil the quality requirements as given in section 6.3.1.3. of this document.

13. PRICE

- 13.1 Suppliers must enter the price based on price per vehicle for sourcing, examining and testing. Therefore, a price should be provided for each vehicle to a maximum volume of 12 vehicles and a minimum volume of 10 vehicles.
- 13.2 Pricing should be submitted using the Pricing Schedule Services document.
- 13.3 Pricing is to be submitted excluding VAT.

14. STAFF AND CUSTOMER SERVICE

- 14.1 The Supplier shall provide a sufficient level of resource throughout the duration of the Contract in order to consistently deliver a quality service.
- 14.2 The Supplier's staff assigned to the Contract shall have the relevant qualifications and experience to deliver the Contract to the required standard.
- 14.3 The Supplier's staff shall be competent and experienced in regulation 2018/1832 and the procedures therein.
- 14.4 The Supplier shall provide a list of staff who would be assigned to the execution and delivery of the programme (including their role and whether they will be working full or part time on the project). A lead representative, i.e. the project manager, is to be named with their contact details included.
- 14.5 The Supplier shall ensure that staff understand the Authority's vision and objectives and will provide excellent customer service to the Authority throughout the duration of the Contract.

15. SERVICE LEVELS AND PERFORMANCE

15.1 The Authority will measure the quality of the Supplier's delivery by:

KPI/SLA	Service Area	KPI/SLA description	Target
1	Vehicle turnaround times	Each vehicle shall be examined and have completed all tests within 10 working days of the vehicle being sourced.	95%
2	Reporting times	Test results and reports shall be delivered to VCA and STA within 2 working days of examination/test execution.	95%
3	Valid tests	Tests performed shall be valid, as determined by VCA or STA, on the first attempt.	80%
4	Correct reports	Test reports received containing the results of examinations/tests shall be correct at the first submission.	90%

15.2 To incentivise the delivery of this work, invoices from the Supplier shall only include the costs incurred for vehicles that have been 'completed'. For the purposes of this contract, 'completed' refers to a vehicle that has been sourced, examined, tested and returned, with all associated results delivered to the satisfaction of VCA or STA, in accordance with the requirements of this Contract. For example, a vehicle that has performed its Type 1 test, but not RDE, cannot be included on the invoice until all work is complete.

15.3 Where a Supplier is failing to meet any of the KPI targets from 8 weeks of Contract Award, VCA and STA reserve the right to terminate the Contract prematurely, following a performance review with the Supplier (arranged by VCA or STA).

16. SECURITY AND CONFIDENTIALITY REQUIREMENTS

16.1 The results of any ISC testing undertaken for the purposes of this Contract may only be disclosed to the public, or any other parties, if:

- 16.1.1 STA's finalised annual ISC report has been published publicly; and
- 16.1.2 The Supplier is an accredited laboratory and/or a designated technical service to STA.

16.2 If points 16.1.1. and 16.1.2. are satisfied, and the Supplier wishes to publish these results elsewhere, a reference to STA's annual report must be made. Until this time, all ISC information and test results, including this Contract, will remain confidential between VCA, STA and the Supplier.

16.3 All other information shall remain confidential between VCA, STA and the Supplier, unless otherwise stated.

17. EVALUATION CRITERIA

17.1 See Appendix B Response Criteria

18. PAYMENT AND INVOICING

18.1 The Supplier shall invoice VCA on a monthly basis on the last working day of the month, to cover the costs of all vehicles that have been 'completed' in the previous calendar month.

18.2 The Supplier shall produce one invoice for each vehicle.

18.3 Payment can only be made following satisfactory delivery of pre-agreed certified products and deliverables.

18.4 Before payment can be considered, each invoice must include a detailed elemental breakdown of work completed and the associated costs.

18.5 Invoices shall be submitted via email or via post, but not both:

Via email: finance@vca.gov.uk

Via post: VCA Headquarters
1 The Eastgate Office Centre
Eastgate Road
Bristol, BS5 6XX
United Kingdom

18.6 All electronic invoices and/or credit notes must be sent in a PDF format. Any documents which are received and are not in a PDF format will be deleted with no action being taken. A 10Mb maximum file size per email is applicable.

18.7 All invoices or credit notes must quote a valid Purchase Order number i.e. one that is in the format PO0000XXXX. If an incorrect Purchase Order number or no Purchase Order number is quoted the invoice will be returned to the Supplier.

18.8 The Supplier should not provide goods or services without receipt of a valid Purchase Order. Do not undertake new work or supply goods or services in excess of the original Purchase Order Value.

18.9 If the electronic invoice is encrypted, this could result in the invoice being blocked by email security filters.

- 18.10 Credit notes should quote the Purchase Order number and your original invoice reference along with details of what the credit note applies to, particularly if it is not for the full value of the invoice.
- 18.11 VCA is not responsible for any invoice until it has been received. Responsibility for ensuring the invoice is received by VCA in a timely manner lies with the Supplier.
- 18.12 All Supplier invoices and payment enquiries must be directed to Vehicle Certification Agency.

19. CONTRACT MANAGEMENT

- 19.1 The Supplier will be asked to attend weekly progress meetings with VCA, this will likely be held remotely through a web conferencing application. The Supplier must attend these meetings, and provide updates on all activity.
- 19.2 Attendance at Contract Review meetings shall be at the Supplier's own expense.

20. LOCATION

- 20.1 The location of the Services will be carried out at the Supplier's proposed test facilities which meet the aforementioned requirements to perform the examinations and tests.

21. POINTS OF CONTACT

Procurement Contact	Name	Tamsin Pearce
	e-mail	Tamsin.Pearce@dft.gov.uk
Project Lead	Name	Will Hughes
	e-mail	Will.Hughes@vca.gov.uk