

RM6098 Framework Schedule 6a (Short Order Form Template and Call-Off Schedules)

Order Form

CALL-OFF REFERENCE:	PS/25/83
THE BUYER:	DVLA
BUYER ADDRESS	DVLA, Long View Road, Morriston, Swansea, SA6 7JL
THE SUPPLIER:	Probrand
SUPPLIER ADDRESS:	Alpha Tower, Floor 11, Suffolk Street, Birmingham, B1 1TT
REGISTRATION NUMBER:	2653446
DUNS NUMBER:	769990276
SID4GOV ID:	208848

[Buyer guidance: This Order Form, when completed and executed by both Parties, forms a Call-Off Contract. A Call-Off Contract can be completed and executed using an equivalent document or electronic purchase order system.

If an electronic purchasing system is used instead of signing as a hard-copy, text below must be copied into the electronic order form starting from 'APPLICABLE FRAMEWORK CONTRACT' and up to, but not including, the Signature block

It is essential that if you, as the Buyer, add to or amend any aspect of any Call-Off Schedule, then **you must send the updated Schedule** with the Order Form to the Supplier.

[Retain the highlighted Bronze Contract wording below only if this is applicable to this Call-Off Contract]

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 03.10.25 It's issued under the Framework Contract with the reference number RM6098 for the provision of Technology Products & Associated Services.

CALL-OFF LOT(S): [this order form may be used for direct award only, where your requirement is bespoke or where adjustments have been made to terms and conditions, the full Framework Schedule 6 - Order Form Template should be used]

Lot 2 Hardware

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) RM6098
3. Framework Special Terms
4. The following Schedules in equal order of precedence:
 - Joint Schedules for RM6098
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
5. CCS Core Terms (version 3.0.11) as amended by the Framework Award Form
6. Joint Schedule 5 (Corporate Social Responsibility) RM6098

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 START DATE: 06.10.25

CALL-OFF EXPIRY DATE: 05.10.28

CALL-OFF INITIAL PERIOD: Three Years

CALL-OFF DELIVERABLES

3000x Docking Stations.

Initial requirement and pricing is for 1000x

9X481UT - HP TB4 Ultra 180W G6 Dock
£164.21 x 3000 = £492,630.00

Framework Ref: RM6098

Project Version: v2.0

Model Version: v3.8

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UC296E - Electronic HP Care Pack Advanced Unit Exchange Hardware Support - Extended service agreement - replacement - 3 years - shipment - business hours - response time: NBD - for HP Thunderbolt Dock 230W G2, Travel Hub G2, USB-C Dock G5, USB-C/A Universal Dock G2
£10.73 x 3000 = £32,190.00

LOCATION FOR DELIVERY

D-Block Stores, DVLA, Longview Road, Morriston, Swansea, SA6 7JL

DATES FOR DELIVERY

Initial Order within 2 weeks of an Order

Remaining 2000x TBC

WARRANTY PERIOD

3 Year Extended HP Warranty

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
1000x HP TB4 Ultra 180W G6 Dock £164.21 = £164,210.00
1000x HP 3x Year Care Pack = £10.73 = £10,730

CALL-OFF CHARGES

Pricing is valid for the first order at contract start. Probrand will try to hold this pricing for as long as possible with HP for DVLA for future orders, but may need to requote for future orders.

HP TB4 Ultra 180W G6 Dock £164.21

HP 3x Year Care Pack = £10.73

PAYMENT METHOD

Invoice – Bank Payment

BUYER'S INVOICE ADDRESS:

Email Address: ssa.invoice@sharedservicesarvato.co.uk

BUYER'S INVOICE ADDRESS: The DVLA's invoicing procedures are detailed below. Invoicing Address All invoices and credit notes must be sent to the DfT Shared Service Centre at the following address:

DVLA Accounts Payable Unity Business Services (UBS),
5 Sandringham Park,
Swansea Vale,
SA7 0EA.

Alternatively electronic invoices can be issued to

[SSa.invoice@Ubusinessservices.co.uk](mailto:ssa.invoice@Ubusinessservices.co.uk)

All invoices submitted for payment must:

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- state the relevant Business Unit (e.g. DVLA) the services or goods were supplied to:
- quote your Vendor Number
- quote Purchase Order Number
- use the units of measure, pricing units and description as stated in the Purchase Order
- be submitted in a timely manner after the despatch of goods or provision of services (and not accumulated).

BUYER'S AUTHORISED REPRESENTATIVE

Xxxxx redacted under FOI Section 40

Contract Owner

Xxxxx redacted under FOI Section 40@dvla.gov.uk

SUPPLIER'S AUTHORISED REPRESENTATIVE

Xxxxx redacted under FOI Section 40

Enterprise Account Director – Digital Solutions

Xxxxx redacted under FOI Section 40@probrand.co.uk

Alpha Tower, Floor 11, Suffolks Street, Birmingham, B1 1TT

SUPPLIER'S CONTRACT MANAGER

Xxxxx redacted under FOI Section 40

Tenders & Frameworks Manager

Xxxxx redacted under FOI Section 40@probrand.co.uk

Alpha Tower, Floor 11, Suffolks Street, Birmingham, B1 1TT

KEY SUBCONTRACTOR(S)

Not applicable

COMMERCIALLY SENSITIVE INFORMATION

Not applicable

GUARANTEE

Not applicable

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For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	Xxxxx redacted under FOI Section 40	Signature:	Xxxxx redacted under FOI Section 40
Name:	Xxxxx redacted under FOI Section 40	Name:	Xxxxx redacted under FOI Section 40
Role:	Tenders & Frameworks Manager	Role:	Commercial Lead
Date:	03.10.2025	Date:	06/10/2025