



XMA Limited
Nottingham
NG11 7EP

www.gov.uk/browse/driving
@dvlagovuk

Our ref: PS/25/11
Date: 18/02/2025

Dear Sir / Madam

CONTRACT REFERENCE NUMBER: PS/25/11

CONTRACT TITLE: Supply of Microsoft Surface Hubs

FRAMEWORK REFERENCE NUMBER: RM6098 Technology Products & Associated Services 2 - Lot 2

On behalf of the Secretary of State for Transport, I accept your bid submitted on 12th February 2025 under the terms and conditions of the **RM6098 Technology Products & Associated Services 2 - Lot 2**. 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
2. The Department's specification.
3. Your bid submitted on 12/02/2025

The value of the Contract is **£79,866.00**, exclusive of Value Added Tax, for every item noted within the pricing schedule submitted.

You must be in possession of a written purchase order (PO), before 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 v2.1.doc

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 email, [REDACTED]@dvla.gov.uk to discuss arrangements for commencement of the contract.



Please acknowledge your receipt and understanding of this letter by signing in the allocated space below and returning to me via email

Yours faithfully,

[Redacted]

Commercial Advisor

Commercial Directorate

[Redacted]@dvla.gov.uk

On behalf of the Secretary of State for Transport

Accepted for and on behalf of by: XMA
Limited

Signature:

[Redacted]

Name

[Redacted]

Capacity: CONTRACTS DIRECTOR

Date: 19/2/2025