

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

Order Form

CALL-OFF REFERENCE: PS/24/154

THE BUYER: Driver and Vehicle Licensing Agency (DVLA)

BUYER ADDRESS Longview Road, Swansea, SA6 7JL

THE SUPPLIER: XMA LIMITED

SUPPLIER ADDRESS: WILFORD INDUSTRIAL ESTATE RUDDINGTON
LANE WILFORD NOTTINGHAM NG11 7EP

REGISTRATION NUMBER: 02051703

DUNS NUMBER: 29-848-418

SID4GOV ID: Not applicable

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and as below in the signature panel.

It's issued under the Framework Contract with the reference number RM6098 for the provision of Technology Products & Associated Service 2.

CALL-OFF LOT(S):

Lot 3 Software

CALL-OFF INCORPORATED TERMS

This is a Bronze Contract.

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 7 (Financial Difficulties)
- Joint Schedule 10 (Rectification Plan)
- Joint Schedule 11 (Processing Data)

- Call-Off Schedules for RM6098

- Call-Off Schedule 5 (Pricing Details)
- Call-Off Schedule 6 (ICT Services)
- Call-Off Schedule 8 (Business Continuity and Disaster Recovery)
- Call-Off Schedule 9 (Security)
- Call-Off Schedule 10 (Exit Management)
- Call-Off Schedule 20 (Call-Off Specification)

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 SPECIAL TERMS

The following Special Terms are incorporated into this Call-Off Contract:
All software purchases are non-cancellable and non-refundable.

CALL-OFF START DATE: 19th February 2025

CALL-OFF EXPIRY DATE: 18th February 2027

CALL-OFF INITIAL PERIOD: 2 Years

CALL-OFF DELIVERABLES

Qty	Line Description
10	Dynamic Web TWAIN 15.2 All Browsers for Windows and macOS (annual license for development/testing, per cloud instance deployment)
2	Dynamic Web TWAIN 15.2 HTML5 browsers for Windows (annual license for production, per cloud instance deployment)

LOCATION FOR DELIVERY

Driver and Vehicle Licensing Agency, Longview Road, Swansea SA6 7JL

DATES FOR DELIVERY

BY 19TH FEBRUARY 2025

TESTING OF DELIVERABLES

Not applicable

WARRANTY PERIOD

The warranty period for the purposes of Clause 3.1.2 of the Core Terms shall be 90 days

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 £10,100.

CALL-OFF CHARGES

Total contract value - £20,200.

The Charges will not be impacted by any change to the Framework Prices. The Charges can only be changed by agreement in writing between the Buyer and the Supplier because of a Specific Change in Law or Benchmarking using Call-Off Schedule 16 (Benchmarking) where this is used.

REIMBURSABLE EXPENSES

None.

PAYMENT METHOD

All invoice payments will be via BACS

BUYER'S INVOICE ADDRESS:

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

Invoice Procedures embedded below:



Appendix C
Invoicing Procedures

BUYER'S AUTHORISED REPRESENTATIVE

[REDACTED]
Commercial Specialist

[REDACTED]
Commercial Directorate, DVLA, Longview Road, Swansea SA6 7JL

BUYER'S ENVIRONMENTAL POLICY



Appendix F - DVLA
Corporate Environment

BUYER'S SECURITY POLICY

Not applicable

SUPPLIER'S AUTHORISED REPRESENTATIVE

[REDACTED]
Contracts Director

[REDACTED]
Wilford Industrial Estate Ruddington Lane Wilford Nottingham NG11 7EP

SUPPLIER'S CONTRACT MANAGER

[REDACTED]
Fulfilment Manager

[REDACTED]
Wilford Industrial Estate Ruddington Lane Wilford Nottingham NG11 7EP

PROGRESS REPORT FREQUENCY

Not Applicable

PROGRESS MEETING FREQUENCY

Not Applicable

KEY STAFF

To be agreed with successful supplier following contract award.

KEY SUBCONTRACTOR(S)

Not applicable

COMMERCIALLY SENSITIVE INFORMATION

Not applicable

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

Not applicable

GUARANTEE

Not applicable

SOCIAL VALUE COMMITMENT

Not applicable

For and on b

Signature:

Name:

Role:

Date:



For and on

Signature:

Name:

Role:

Date:

