

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

Order Form

CALL-OFF REFERENCE:	K280022331
THE BUYER:	Driver & Vehicle Standards Agency
BUYER ADDRESS	Berkeley House, Croydon Street, Bristol, BS50DA
THE SUPPLIER:	Swarco Smart Charging LTD
SUPPLIER ADDRESS:	1 Maxted corner, Maxted Road, Hemel Hempstead Industrial estate, Hemel Hempstead, HP2 7RA
REGISTRATION NUMBER:	14479077
DUNS NUMBER:	230108643
SID4GOV ID:	[Insert if known]

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 26 March 2024.

It's issued under the Framework Contract with the reference number RM6099 for the provision of Transport Technology and Associated Services.

CALL-OFF LOT(S):

Lot 7

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 RM6099)
3. Framework Special Terms
4. The following Schedules in equal order of precedence:
 - Joint Schedules for RM6099
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 6 (Key Subcontractors)
 - Joint Schedule 7 (Financial Difficulties)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
 - Call-Off Schedules for RM6099
 - Call-Off Schedule 1 (Transparency Reports)
 - Call-Off Schedule 2 (Staff Transfer)
 - Call-Off Schedule 9 (Security)
 - Call-Off Schedule 11 (Installation Works)
 - Call-Off Schedule 13 (Implementation Plan and Testing)
 - Call-Off Schedule 14 (Service Levels)
 - Call-Off Schedule 15 (Call-Off Contract Management)
 - Call-Off Schedule 20 (Call-Off Specification)
5. CCS Core Terms (version 3.0.10)
6. Joint Schedule 5 (Corporate Social Responsibility) RM6099

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: 09 April 2024

CALL-OFF EXPIRY DATE: 20 May 2024

CALL-OFF INITIAL PERIOD: 08 weeks

CALL-OFF DELIVERABLES

See details in Call-Off Schedule 20 (Call-Off Specification)

MAXIMUM LIABILITY

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

Crown Copyright 2021

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 £30,000 Estimated Charges in the first 12 months of the Contract.

PRICING APPROACH & CALL-OFF CHARGES

PRICING APPROACH – Firm price

CALL-OFF CHARGES

XXXXXX – redacted under FOIA section 43 – Commercial Interests

SURVEY REQUIREMENTS

Not applicable.

REIMBURSABLE EXPENSES

None.

PAYMENT METHOD

Suppliers must be in possession of a written purchase order (PO), before commencing any work under this contract. You must quote the PO number on all invoices, and these must be submitted as a PDF by email directly to ssa.invoice@sharedservicesavarto.co.uk.

To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, PO Number item number (if applicable) and the details (name and telephone number) of your Buyer contact (i.e. Contract Manager). Non-compliant invoices will be sent back to you, which may lead to a delay in payment. If you have a query regarding an outstanding payment, please contact our Accounts Payable section:

ssa.invoice@sharedservicesarvato.co.uk

BUYER'S INVOICE ADDRESS:

Shared Services Arvato

ssa.invoice@sharedservicesarvato.co.uk

Address:

Shared Service Arvato

5 Sandringham Park

Swansea Vale

Swansea

SA7 0EA.

BUYER'S AUTHORISED REPRESENTATIVE

XXXXXX – redacted under FOIA section 40 – Personal Information

BUYER'S ENVIRONMENTAL POLICY

[DVSA Sustainability Strategy](#)

BUYER'S SECURITY POLICY

Set out in Call off schedule 9 (Security)

SUPPLIER'S AUTHORISED REPRESENTATIVE

XXXXXX – redacted under FOIA section 40 – Personal Information

SUPPLIER'S CONTRACT MANAGER

XXXXXX – redacted under FOIA section 40 – Personal Information

PROGRESS REPORT FREQUENCY

The supplier shall provide weekly progress reports.

PROGRESS MEETING FREQUENCY

There will be weekly progress meetings.

KEY SUBCONTRACTOR(S)

XXXXXX – redacted under FOIA section 43 – Commercial Interests

COMMERCIALLY SENSITIVE INFORMATION

Not applicable

SERVICE CREDITS

Service Credits will accrue in accordance with Call-Off Schedule 14 (Service Levels).
The Service Period is: one month

ADDITIONAL INSURANCES

Not applicable

GUARANTEE

Not applicable

SOCIAL VALUE COMMITMENT

Not applicable

Framework Schedule 6 (Order Form Template and Call-Off Schedules)
 Crown Copyright 2021

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:		Signature:	
Name:	XXXXXX – redacted under FOIA section 40 – Personal Information	Name:	XXXXXX – redacted under FOIA section 40 – Personal Information
Role:	Company Secretary	Role:	Senior Commercial Category Manager
Date:	10 th April 2024	Date:	10 th April 2024