

Phoenix Software Limited
Bytes House,
Randalls Way,
Leatherhead,
Surrey,
United Kingdom,
KT22 7TW.

Commercial Directorate

DVLA
Longview Road
Morriston
Swansea SA6 7JL
Phone:

REDACTED

www.gov.uk/browse/driving

@dvlagovuk

Our ref: PS/23/112

Date: 05/12/2023

CONTRACT REFERENCE NUMBER: PS/23/112
CONTRACT TITLE: PROVISION OF SERVICENOW
FRAMEWORK REFERENCE NUMBER: RM6068

Dear Sir/Madam,

I refer to my letter dated 22/11/2023. I am writing to confirm that the standstill period has now ended.

On behalf of the Secretary of State for Transport, I accept your quotation dated 06/11/2023 for the above contract. The attached contract details Order Form, contract conditions and the Annexes set out the terms of the contract between DVLA and Phoenix Software Limited for the provision of the deliverables set out in the Order Form.

The period of the contract will be 3 years, commencing on 30/12/2023 and expiring on 29/12/2026.

The Price for the Contract is **£3,138,190.26** exclusive of Value Added Tax.

We thank you for your co-operation to date and look forward to forging a successful working relationship.

You must be in possession of an official purchase order (PO), before commencing any work, or supplying any goods, under this contract. The PO Number for this contract will follow shortly. Invoices submitted to the Department **must quote the PO number** and must be submitted in accordance with DVLA's Invoicing Procedures, as referenced in the Order Form.

Please ensure invoices are sent to Shared Services arvato (SSa) and not DVLA. Invoices received without the correct PO Number will be returned to you and will delay receipt of payment.

All proposed offshoring activity of Official level data outside the UK, under this contract, will be subject to prior approval by the Department/Government, as appropriate.

Please contact the Contract Owner **REDACTED** via the below email address to discuss arrangements for commencement of the contract.

Email: **REDACTED**

Please confirm your acceptance of the Conditions by signing and returning the Order Form, along with any requested Schedules/Annexes, within 7 days from the date of this Award Form. No other form of acknowledgement will be accepted. Please remember to include the reference number above in any future communications relating to this contract.

The Order Form will be countersigned and will create a binding contract between the two named parties.

Yours sincerely,

REDACTED

Commercial Specialist

Commercial Directorate

REDACTED

By authority of the Secretary of State for Transport