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| Commercial Directorate | |
| DVLA  Longview Road  Morriston  Swansea SA6 7JL | |
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| www.gov.uk/browse/driving | |
| @dvlagovuk | |
| Your ref: | PS/22/134 |
| Our ref: | PS/22/134 |
| Date: | 02/06/2023 |

Burlington Uniforms Ltd

Dear XXXXXXXXXX, redacted under FOIA section 40.

**CONTRACT REFERENCE NUMBER:** PS/22/134

**CONTRACT TITLE:** Provision of Corporate Clothing

**FRAMEWORK REFERENCE NUMBER:** ESPO Personal Protective Equipment & Clothing Framework 144\_19 Lots 1,2 and 7

On behalf of the Secretary of State for Transport, I accept your quotation for the tender we closed on 10th May 2023 under the terms and conditions of the ESPO Personal Protective Equipment & Clothing Framework 144\_19 Lots 1, 2 and 7. 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 ESPO Personal Protective Equipment & Clothing Framework 144\_19 Lots 1, 2 and 7
2. The Department’s Request for Proposal letter dated 11th April 2023
3. The Department's specification

The period of the contract will be 3 years, commencing on 9th June 2023 and expiring on 8th June 2026, with an option to extend for a further period of 1 year.

This Contract is awarded with an up to value of £ 152, 907.76 over the 3 year term exclusive of Value Added Tax.

You must be in possession of a written purchase order (PO), before commencing any work, or 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.



**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 XXXXXXXXXXX, redacted under FOIA section 40, via email to discuss arrangements for commencement of the contract.

Please complete the questionnaire at Annex A and return to the email address below.

Please acknowledge your receipt of this letter and confirm that you are happy to enter into this agreement.

Yours sincerely,

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| XXXXXXXX, redacted under FOIA section 40. |
| Category Lead |
| Commercial Directorate |
| XXXXXXXX, redacted under FOIA section 40.  **On behalf of the Secretary of State for Transport** |