Driver & Vehicle Licensing Agency

Commercial Directorate
DVLA
Longview Road
Morriston
Swansea SA6 7JL

Phoenix Software Ltd
Blenheim House
York Road
Pocklington
York
YO42 1NS

www.gov.uk/browse/driving
@dvlagovuk

Our ref:	PS/22/141
Date:	14/10/2022

Dear **Sir/Madam**

CONTRACT REFERENCE NUMBER: PS/22/141
CONTRACT TITLE: Microsoft Dynamics Licence Renewal
FRAMEWORK REFERENCE NUMBER: RM6068

On behalf of the Secretary of State for Transport, I accept your quotation under the terms and conditions of the Technology Products & Associated Services Framework RM6068. 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 RM6068
2. The Department's Request for Proposal letter dated 23/09/2022
3. The Department's specification
4. Your quote submitted via the DfT Sourcing Portal

The period of the contract will be 11 months**,** commencing on **27/10/2022** and expiring on **26/09/2023**, with an option to call off an additional 250 licences when required for Phase 2 of DVLA's CRM project.

The Firm Price for the 11 month Contract is £348,040.44 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.

Invoicing
Procedures.docx

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Driver & Vehicle Licensing Agency

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 address **[REDACTED]**, to discuss arrangements for commencement of the contract

Please acknowledge your receipt of this letter.

Yours faithfully,

[REDACTED]

Commercial Specialist

Commercial Directorate

[REDACTED]

On behalf of the Secretary of State for Transport