



Commercial Directorate

DVLA
Longview Road
Morrison
Swansea SA6 7JL
Phone:

REDACTED

XMA Ltd
Wilford Industrial Estate
Ruddington Lane
Nottingham
NG11 7EP

[@dvlagovuk](http://www.gov.uk/browse/driving)

Your ref:

Our ref: PS/21/66

Date: 29/03/22

Dear Sir/Madam

CONTRACT REFERENCE NUMBER: PS/21/66

CONTRACT TITLE: Provision of Articulate 360 Subscription Licences, Support and Training

FRAMEWORK REFERENCE NUMBER: RM6068

I refer to my letter dated 06/10/21.

On behalf of the Secretary of State for Transport, I accept your submitted in response to the above tender under the terms and conditions of the Technology Products and 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 07/09/21.
3. The Department's specification
4. Your quote which was submitted via the DfT Sourcing Portal.

The period of the contract will be 12 months and will commence on date of delivery of the Articulate 360 licences.

The Firm Price for the Contract is **£27,826.64** 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.

REDACTED

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.



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:

REDACTED

Please acknowledge your receipt of this letter.

Yours faithfully,

REDACTED

Commercial Specialist

Commercial Directorate

REDACTED

On behalf of the Secretary of State for Transport