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| Commercial Directorate |
| DVLALongview RoadMorriston Swansea SA6 7JL |
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| www.gov.uk/browse/driving |
| @dvlagovuk |
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| Our ref: | PS/21/136 |
| Date: | 10/05/2022 |

Xxxxxxxx Redacted under FOIA section 40

Codebase 8

Dear Xxxxxxxx Redacted under FOIA section 40

**CONTRACT REFERENCE NUMBER: PS/21/136**

**CONTRACT TITLE: Provision of Robotic Process Automation**

**FRAMEWORK REFERENCE NUMBER: RM1557.12**

I refer to my letter dated 29/04/2022. I am writing to confirm that the standstill period has now ended.

On behalf of the Secretary of State for Transport, I accept your Service Offering4600 4314 6169 630 under the terms and conditions of G-Cloud 12 Framework (RM1557.12). 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 RM1557.12
2. The Department's specification
3. Your responses to both RFI’s (RFI1 – 14/01/2022, RFI2 – 26/01/2022)

The period of the contract will be two years**,** with an option to extend for two further periods of one year (2+1+1). The cost of the first Statement of Work is to be agreed.

The price for this Contract is up to £4.16 million, exclusive of Value Added Tax. The actual spend will be managed via iterative Statements of Work.

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.**

A. Employment of staff under this contract will be subject to the completion and acceptance by the Department of the evidence produced through the Baseline Personnel Security Standard (BPSS), or other higher HMG security level check. It is consistent with the data protection legislation that an individual’s refusal to undergo an essential check where there are no alternatives could lead to a refusal of employment.

Please contact the Contract Owner Ian Henderson via email Steve.Baynton@dvla.gov.uk, to discuss arrangements for commencement of the contract and completion of BPSS security clearance procedures.

Please acknowledge your receipt, understanding and acceptance of this letter.

Yours sincerely,

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| Xxxxxxxx Redacted under FOIA section 40 |
| Commercial Category Specialist |
| Commercial Directorate |
| xxxxxx redacted under FOIA section 40**On behalf of the Secretary of State for Transport** |