|  |  |
| --- | --- |
| Driver and Vehicle Standards Agency Commercial | |
| The Ellipse  Padley Road  Swansea  SA1 8AN | |
| [commercialenquiries@dvsa.gov.uk](mailto:commercialenquiries@dvsa.gov.uk) | |
| Our ref: K280022347 |  |
| Date: 30 July 2024 |  |

XXXXXX redacted under FOIA section 40

**UTAC UK Ltd**

Station Lane

Millbrook

Bedford

MK45 2JQ

XXXXXX redacted under FOIA section 40

**CONTRACT AWARD**

**K280022347 – WP167 Tyre Label Testing Programme 2024-25**

I refer to my letter dated 17 July 2024. I am writing to confirm that the standstill period has now finished.

On behalf of the Secretary of State for Transport, I accept your tender dated 02 July 2024 for the above-mentioned Contract. This procurement activity was conducted under DVSA’s Vehicle and Component Testing Services Framework, and the framework terms and conditions shall apply.

This letter and the documents listed below will form a binding contract between you and this Department:

1. Invitation to tender letter
2. Instructions for Tenderers
3. Schedule 1 - Form of Tender
4. Schedule 2 - Specification
5. Schedule 3 - Technical Factors
6. Schedule 4 - Pricing Schedule
7. Schedule 5 - Framework Agreement
8. Schedule 6 - Framework Agreement and Mini Competition Rules
9. Schedule 7 - General Conditions of Contract for Services
10. Tender Response
11. Clarification Questions and Responses - Technical

The contract will start on the day this letter is signed by UTAC UK Ltd and will expire on 30 June 2025. The service will commence on a day to be agreed between both parties and is expected to be delivered by 31 March 2025.

The maximum firm price for the Contract is £219,072, exclusive of Value Added Tax.

You must be in possession of a purchase order number before commencing work under the contract. This number will be confirmed to you shortly.

Invoices submitted to the Department **must quote the purchase order number** and be submitted in accordance with DVSA’s invoicing procedures.

**Send invoices to:**

[SSa.invoice@Ubusinessservices.co.uk](mailto:SSa.invoice@Ubusinessservices.co.uk)

While email is preferable, if you need to send documents by post, you should send to:

Unity Business Services (UBS)

5 Sandringham Park

Swansea Vale

Swansea

SA7 0EA

**Invoices received without a purchase order number will be returned to you delaying payment.**

Please acknowledge receipt of this letter by signing and returning it via the Jaggaer eSourcing system. Once this has been completed you can then contact the Technical Lead, XXXXXX redacted under FOIA section 40 to agree a date for a contract initiation meeting.

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

I agree to the conditions of contract.

Accepted for and on behalf of **UTAC UK Ltd** by:

Signature: XXXXXX redacted under FOIA section 40

Name: XXXXXX redacted under FOIA section 40

Capacity: XXXXXX redacted under FOIA section 40

Date: 30th July 2024

Yours sincerely

XXXXXX redacted under FOIA section 40

XXXXXX redacted under FOIA section 40

XXXXXX redacted under FOIA section 40

by authority of the Secretary of State for Transport