

Aggit Limited
71 Emily Fields
Birchgrove
Swansea
SA7 9NJ

CONTRACT REFERENCE NUMBER: PS/23/224

CONTRACT TITLE: Provision of Staff Identity and Security Controls Engineering Service

FRAMEWORK REFERENCE NUMBER: DOS 6 (RM1043.8)

- Dear “redacted under FOIA section No 40 – Personal Information”,

On behalf of the Secretary of State for Transport, I accept your tender/proposal dated 03/04/2024 for the above contract.

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 RM1043.8.
2. Your bid proposal response, pricing schedule.
3. Schedule 6 Call Off Order Form and associated Call-Off schedules outlined therein.

The period of the contract will be 12 months, commencing on **22/04/2024** and expiring on **23/04/2025**.

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

Where applicable, you must be in possession of an official purchase order (PO), before commencing any work, or supplying any goods, under this contract. The PO Number for this contract will follow shortly. Invoices submitted to the Department **must quote the PO number** and must be submitted in accordance with DVLA's Invoicing Procedures, as referenced in the Order Form.

Please ensure invoices are sent to Shared Services arvato (SSa) and not DVLA. Invoices received without the correct PO Number will be returned to you and will delay receipt of payment.

Supplier staff, who require access to DVLA site and/or systems 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 data protection legislation that an individual's refusal to undergo an essential check could lead to a refusal of access to site and/or systems.

Please contact the Contract Owner “redacted under FOIA section No 40 – Personal Information”, to discuss arrangements for commencement of the contract and completion of BPSS security clearance procedures.

Please confirm your acceptance of the Conditions by signing and returning the Order Form, along with any requested Schedules/Annexes, within [7] days from the date of this Award Form. No other form of acknowledgement will be accepted. Please remember to include the reference number above in any future communications relating to this contract.

The Order Form will be countersigned and will create a binding contract between the two named parties.

Yours sincerely,
“redacted under FOIA section No 40 – Personal Information”,
Commercial Specialist
Commercial Directorate
“redacted under FOIA section No 40 – Personal Information”,

By authority of the Secretary of State for Transport