

Framework Schedule 6 (Order Form Template and Call-Off Schedules)

Order Form

CALL-OFF REFERENCE: PS/22/183

THE BUYER: **Driver and Vehicle Licensing Agency (DVLA)**
BUYER ADDRESS Longview Road, Swansea, SA6 7JL

THE SUPPLIER: **Insight Direct (UK) LTD**

SUPPLIER ADDRESS: **Technology Building, Insight Campus, Terry Street, Sheffield S9 2BU**

REGISTRATION NUMBER: **REDACTED**

DUNS NUMBER: **REDACTED**

SID4GOV ID: **REDACTED**

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated as below in Signature panel

It's issued under the Framework Contract with the reference number RM6068 for the provision of Technology Products and Associated Services.

CALL-OFF LOT(S):

- Lot 3 Software & Associated Services

CALL-OFF INCORPORATED TERMS

The following documents are incorporated into this Call-Off Contract. Where numbers are missing we are not using those schedules. If the documents conflict, the following order of precedence applies:

1. This Order Form including the Call-Off Special Terms and Call-Off Special Schedules.
2. Joint Schedule 1(Definitions and Interpretation) RM6068
3. The following Schedules in equal order of precedence:
 - Joint Schedules for RM6068

Framework Schedule 6 (Order Form Template and Call-Off Schedules)

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- Joint Schedule 2 (Variation Form)
- Joint Schedule 3 (Insurance Requirements)
- Joint Schedule 4 (Commercially Sensitive Information)
- Joint Schedule 7 (Financial Difficulties)
- Call-Off Schedules for PS/22/183
 - Call-Off Schedule 5 (Pricing Details)
 - Call-Off Schedule 6 (ICT Services)
 - Call-Off Schedule 8 (Business Continuity & Disaster Recovery) Part B
 - Call-Off Schedule 9 (Security) Part C
 - Call-Off Schedule 10 (Exit Management) Part B
 - Call-Off Schedule 20 (Call-Off Specification)
- 4. CCS Core Terms (version 3.0.6)
- 5. Joint Schedule 5 (Corporate Social Responsibility) RM6068

No other Supplier terms are part of the Call-Off Contract. That includes any terms written on the back of, added to this Order Form, or presented at the time of delivery.

CALL-OFF SPECIAL TERMS

Any special terms will be confirmed/agreed with the successful supplier on Contract Award

CALL-OFF START DATE: **19/12/22**

CALL-OFF EXPIRY DATE: **18/12/23**

CALL-OFF INITIAL PERIOD: 12 months

CALL-OFF OPTIONAL EXTENSION PERIOD **Not Applicable**

CALL-OFF DELIVERABLES

This requirement is for the renewal of support and maintenance of existing licences as detailed in the below tables:

Client Licences				
Product Description	Current Grant Number	Quantity	Start Date	Expiry Date
Extended Support - VSE	REDACTED	60	19/12/22	18/12/23

Infrastructure Licences				
Product Description	Current Grant Number	Quantity	Start Date	Expiry Date
McAfee Endpoint Protection – ENS	REDACTED	453	19/12/22	18/12/23
Extended Support - VSE		46	19/12/22	18/12/23

See full details in Call-Off Schedule 20 (Call-Off Specification)

LOCATION FOR DELIVERY

Driver and Vehicle Licensing Agency, Longview Road, Swansea SA6 7JL

DATES FOR DELIVERY OF THE DELIVERABLES

The contract must be in place by 28/12/22

TESTING OF DELIVERABLES

None

WARRANTY PERIOD

The warranty period for the purposes of Clause 3.1.2 of the Core Terms shall be 90 days

MAXIMUM LIABILITY

The limitation of liability for this Call-Off Contract is stated in Clause 11.2 of the Core Terms

The Estimated Year 1 Charges used to calculate liability in the first Contract Year is **£15,086.38**, exclusive of Value Added Tax.

CALL-OFF CHARGES

£15,086.38, exclusive of Value Added Tax.

The Charges will not be impacted by any change to the Framework Prices. The Charges can only be changed by agreement in writing between the Buyer and the Supplier because of a Specific Change in Law or Benchmarking using Call-Off Schedule 16 (Benchmarking) where this is used.

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

All invoice payments will be via BACS

BUYER'S INVOICE ADDRESS:

Email Address: **REDACTED**

Framework Ref: RM6068

Project Version: v0.1

Model Version: v3.2

Invoice Procedures embedded below:

REDACTED

BUYER'S AUTHORISED REPRESENTATIVE

REDACTED

Commercial Specialist

REDACTED

Commercial Directorate, DVLA, Longview Road, Swansea SA6 7JL

BUYER'S ENVIRONMENTAL POLICY

Embedded below:



dvla011-corporate-environmental-policy.p

BUYER'S SECURITY POLICY

None

SUPPLIER'S AUTHORISED REPRESENTATIVE

REDACTED

Account Manager

REDACTED

4th floor The Charter Building

Charter Place

Uxbridge

UB8 1JG

SUPPLIER'S CONTRACT MANAGER

REDACTED

contracts manager

REDACTED

4th floor The Charter Building

Charter Place

Uxbridge

UB8 1JG

PROGRESS REPORT FREQUENCY

Not Applicable

PROGRESS MEETING FREQUENCY

Not Applicable

KEY STAFF

To be agreed with successful supplier following contract award

KEY SUBCONTRACTOR(S)

Framework Ref: RM6068

Project Version: v0.1

Model Version: v3.2

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COMMERCIALLY SENSITIVE INFORMATION

To be agreed with successful supplier on contract award

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

Not applicable

GUARANTEE

Not applicable

SOCIAL VALUE COMMITMENT

Not applicable

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	REDACTED	Signature:	REDACTED
Name:	REDACTED	Name:	REDACTED
Role:	Contracts Manager	Role:	Commercial Specialist
Date:	12/12/2022	Date:	13/12/2022