



Methods Business and Digital Technology Limited,
Saffron House
6-10 Kirby Street
London
EC1N 8TS

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

Our ref: PS/21/54

Date: 24/06/2021

Dear xxxx [Redacted under FOIA section 40 - Personal Information],

CONTRACT REFERENCE NUMBER: PS/21/54

CONTRACT TITLE: Provision of End User Compute Services

FRAMEWORK REFERENCE NUMBER: RM1043.7

I refer to my letter dated 09/06/2021. I am writing to confirm that the standstill period has now ended.

On behalf of the Secretary of State for Transport, I accept your quotation dated 06/05/2021 under the terms and conditions of the **Digital Outcomes and Specialists Framework (DOS 5 - RM1043.7)**. 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 RM1043.7;
2. The Order Form & Call-Off Agreement;
3. The Department's specification;
4. Your pricing schedule dated 24/05/2021;
5. Your responses to the essential & nice-to-have skills and experience evaluation criterion dated 06/05/2021;
6. Your responses to the cultural fit evaluation criterion dated 24/05/2021; and
7. Your proposal dated 24/05/2021.

The period of the contract will be 12 months, commencing on 28/06/2021 and expiring on 27/06/2021.

The rates for this contract will be based on Time and Materials (inclusive of T&S and exclusive of Value Added Tax) up to an estimated contract value of £317,515.00.

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.



Invoicing
Procedures v2.1.doc

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.

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 xxxx **[Redacted under FOIA section 40 - Personal Information]**, on email address xxxx **[Redacted under FOIA section 40 - Personal Information]**, to discuss arrangements for commencement of the contract and completion of SC security clearance procedures.

Please acknowledge your receipt of this letter via email.

Yours sincerely,

XXXX [Redacted under FOIA section 40 - Personal Information],