



**Driver and Vehicle Licensing Agency**

Contract Let Procurement Programme  
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Your reference:

Our reference: PS/13/14

Date: 25 June 2013

Dear Supplier,

**DVLA Contract Let Procurement Programme (CLPP)  
Supplier Event for Engagement Partner (Tranche 2) - 18 July 2013.**

DVLA is pleased to invite you to attend the above supplier event to be held between 10.30 and 13:00 hours on 18 July 2013 at DVLA's Richard Ley Development Centre (RLDC) Innovation Facility in Swansea. The Agency's ICT Contract Let web site provides a link to travel directions: [www.dft.gov.uk/dvla/ICT\\_Contract](http://www.dft.gov.uk/dvla/ICT_Contract).

The DVLA's Contract Let Procurement Programme (CLPP) has been established to replace the Agency's current prime outsourced ICT contract, which expires in September 2015. An Engagement Partner is required to support, augment and deliver outputs linked to the next phases of the programme, covering Implementation and Transition to the new contracting arrangements. On the day we will share details of CLPP's current status and a view of the future activities to be undertaken between October 2013 and December 2015. There is an intention to publish an OJEU Contract Notice by the end of July 2013 for this procurement opportunity.

**Attendees, Parking and Information**

If you wish to take up this invitation can you please notify Liz Davies by 5 July 2013 the names and job titles of no more than two representatives of your organisation who wish to attend. Please respond to [ICT.contractlet@dvla.gsi.gov.uk](mailto:ICT.contractlet@dvla.gsi.gov.uk).

Unfortunately we cannot currently accommodate any requests for additional attendees due to the level of interest expressed in this event. One car parking space will be available for your organisation in the RLDC car park if required. Please provide the vehicle registration mark using the same email address by 5 July 2013 to reserve a parking space.

Tea and Coffee will be available before and after the event. You are very welcome to take the opportunity to hold networking discussions with fellow attendees following the formal presentations.



INVESTOR IN PEOPLE



The ICT Contract Let web site provides a link [http://www.dft.gov.uk/dvla/ICT\\_Contract.aspx](http://www.dft.gov.uk/dvla/ICT_Contract.aspx) to an outline agenda for the day and a list of attending organisations. The web site also provides other background information you may find useful prior to the event

### **Pre-Event Questions**

Should you have any particular questions or aspects that you would wish the Agency to address during the supplier event, please provide these by 12:00 noon on 17 July 2013 to email address [ICT.contractlet@dvla.gsi.gov.uk](mailto:ICT.contractlet@dvla.gsi.gov.uk)

If you require any further information please contact;-

*Liz Davies  
DVLA Contract Let Procurement Programme  
email: [ICT.contractlet@dvla.gsi.gov.uk](mailto:ICT.contractlet@dvla.gsi.gov.uk)*

Board Members, Managers and Staff from both DfT and DVLA look forward to engaging with you during this event.

Yours sincerely

(sent unsigned by email)

**Andrew Falvey**

Assistant Director (Commercial) and Programme Commercial Lead