**Dynamic Purchasing System (EVI DPS) for the Supply of Electric Vehicle Charging Infrastructure and Associated Services**

 **DN519227 Customer Access Agreement**

**To be completed by the customer**

*Before conducting any activity under this framework, please complete this form and return it to Oxford City Council (OCC, the Contracting Authority)*

**AGREEMENT: I confirm that the organisation detailed below intends to consider the above-mentioned dynamic purchasing system agreement, and that in doing so will act in accordance with the guidance, instructions and contractual requirements as provided by the Contracting Authority and in accordance with the Public Contracts Regulations 2015. By using the DPS, I confirm that my organization will follow the workflow set out in the DPS. This includes but is not limited to: only using provided templates and documents for procurement through the EVI DPS, completing and providing the Confirmation of Award to OCC upon award completion (this ensures OCC can collect the rebate from the awarded supplier to fund the continued operation of the EVI DPS) and, adding** **dps@inbox.gov.uk** **to the procurement portal if run on a system different from OCC’s. The accuracy and relevance of any content set out in the further competition template will be the responsibility of the Customer**

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| --- | --- |
| Name of Authority, Council, etc.: |  |
| Address: |  |
| Contact details: |  |
| Lot(s) of interest: |  |
| Estimated value: |  |
| Likely source of funds: | [ ]  Council fund [ ] Car parking revenue [ ] Concession[ ]  Grant, please provide name of grant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_[ ]  Other, please detail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| How did you hear about the DPS? | [ ]  EVI DPS Website [ ]  Search Engine [ ]  Event [ ]  Other Public Sector Body referral [ ]  Supplier referral [ ]  Other, please specify:  |
| Expected timescales: |  |
| Signature: |  |
| Print name: |  |
| Position: |  |
| Date: |  |

*Please email completed forms to:* *dps@oxford.gov.uk*

 **ACKNOWLEDGMENT of accessibility (To be completed by Oxford City Council):**

|  |  |  |  |
| --- | --- | --- | --- |
| Name: |  | Position: |  |
| Signature: |  | Date: |  |