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Planning

## **Provision of International Driving Permit Services**

Driver and Vehicle Licencing Agency

F01: Prior information notice

Prior information only

Notice identifier: 2023/S 000-018651

Procurement identifier (OCID): ocds-h6vhtk-03ddcf

Published 30 June 2023, 11:24am

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Driver and Vehicle Licencing Agency

Longview Road

Swansea

SA6 7JL

#### **Contact**

Alun Vaughan

#### **Email**

[Alun.Vaughan@dvla.gov.uk](mailto:Alun.Vaughan@dvla.gov.uk)

#### **Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.gov.uk/government/organisations/driver-and-vehicle-licensing-agency>

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

**I.4) Type of the contracting authority**

Ministry or any other national or federal authority

**I.5) Main activity**

General public services

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**Section II: Object****II.1) Scope of the procurement****II.1.1) Title**

Provision of International Driving Permit Services

Reference number

PS/23/118

**II.1.2) Main CPV code**

- 79342300 - Customer services

**II.1.3) Type of contract**

Services

## II.1.4) Short description

DVLA are exploring options for the provision of an over-the-counter service to provide International Driving Permits to UK driving licence holders in the United Kingdom (including Northern Ireland).

### Background

One of the UK's outcomes from EU-Exit negotiations was to ensure UK driving licences would be mutually recognised and exchangeable with other member states. Mutual recognition remains in many countries but when required a country can ask for an IDP to support the driving licence for driving in that country. The IDP is also used worldwide as well as within the EU.

On request a UK driving licence holder must be able to obtain an IDP. There are three separate versions of the IDP (depending on the destination country) and DVLA, as the issuing authority, must conform to the formats specified in the 1926, 1949 and 1968 Vienna conventions.

These have been issued under the terms of a commercial agreement with Post Office Ltd, and DVLA is now seeking to test the wider market to explore how such a service could be provided in future. We would expect a supplier to administer in the region of 200,000-300,000 permits per annum.

The service must commence on 1st April 2024. Early indications are that the service will be required for a period of 3 years.

The cost of an IDP is set at £5.50 by legislation and the service provider will be expected to cover their costs and profit by retaining the full fee.

### Requirements

The DVLA requires a supplier to provide a service to issue IDPs to valid UK driving licence holders across the UK (including Northern Ireland).

No integration with DVLA systems is necessary. DVLA will provide the IDP booklets ink stamps and ink pads at no cost, and the customer must provide the passport-sized photo to be affixed to the permit.

The high-level scope of this service requirement is to:

- Provide an over-the-counter service for customers to obtain an IDP that meets all relevant accessibility requirements:

- Store all three versions (1926, 1949 and 1968) of the IDP and manage distribution of stock to issuing outlets in accordance with customer demand;
- Provide widespread service across Great Britain and Northern Ireland; and
- Consider additional methods for delivering the service, to supplement the counter service channel.

### Market Engagement Event

To learn more about this potential opportunity, please join our online Market Engagement event at 11:00 on 27 July 2023.

To register your interest in the event, please email [alun.vaughan@dvla.gov.uk](mailto:alun.vaughan@dvla.gov.uk) providing the information listed below by 12:00 noon on 21 July 2023. Invitations and Agenda will be issued via an MS Teams appointment the following day.

Please provide:

Supplier Name

Supplier Attendee(s) (3 names maximum)

Supplier Address

Supplier Email

Supplier Contact Number

Numbers permitting, we may offer one-to-one sessions to follow the event. You can request one of these sessions in your response to this Notice, or there may be limited availability to request on the day.

Your Thoughts

As well as using the event to provide you with further detail about the opportunity, we are keen to hear your thoughts on the following:

- How UK-wide coverage could be achieved;
- Viability of the pricing model;
- Opening hours and accessibility; and

- Additional means of providing the service.

### **II.1.5) Estimated total value**

Value excluding VAT: £4,800,000

### **II.1.6) Information about lots**

This contract is divided into lots: No

## **II.2) Description**

### **II.2.2) Additional CPV code(s)**

- 79342300 - Customer services

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

### **II.2.4) Description of the procurement**

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- Provide widespread service across Great Britain and Northern Ireland; and
- Consider additional methods for delivering the service, to supplement the counter service channel.

## **II.3) Estimated date of publication of contract notice**

25 September 2023

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes