

# DPS Schedule 6 (Order Form Template and Order Schedules)

## Order Form

ORDER REFERENCE: **TMAR3098**

THE BUYER: **Department for Transport (DfT)**

BUYER ADDRESS: Great Minster House, Horseferry Road,  
London, SW1P 4DR

THE SUPPLIER: Ricardo-AEA Ltd

SUPPLIER ADDRESS: Gemini Building, Fermi Avenue, Harwell,  
Didcot, OX11 0QR

REGISTRATION NUMBER: 08229264

DUNS NUMBER: 218606679

DPS SUPPLIER REGISTRATION SERVICE ID:

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated **22<sup>nd</sup> March 2024**. It's issued under the DPS Contract with the reference number **TMAR2098** to undertake research to identify possible solutions that can be implemented by Government and other relevant organisations (e.g., The Crown Estate) to help enable the earliest possible UK domestic deployment of zero, or near zero, greenhouse gas emission (GHG) offshore wind farm operations and maintenance vessels and related vessel infrastructure.

### DPS FILTER CATEGORY(IES):

- Financial analysis (incl. cost-benefit analysis, return on investment analysis)
- GIS (Geographic Information System) / Spatial analysis
- Risk analysis
- Quantitative
- Qualitative
- Mixed method (qualitative and quantitative)
- Literature Review / Narrative Review / Narrative Literature Review

- Value-for-money evaluation

## ORDER INCORPORATED TERMS

The following documents are incorporated into this Order 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 Order Special Terms and Order Special Schedules.
2. Joint Schedule 1(Definitions and Interpretation) **RM6126**
3. The following Schedules in equal order of precedence:
  - Joint Schedules for **RM6126**
    - Joint Schedule 2 (Variation Form)
    - Joint Schedule 3 (Insurance Requirements)
    - Joint Schedule 4 (Commercially Sensitive Information)
    - Joint Schedule 10 (Rectification Plan)
    - Joint Schedule 11 (Processing Data)
  - Order Schedules for **TMAR3099**
    - Order Schedule 1 (Transparency Reports)
    - Order Schedule 2 (Staff Transfer)
    - Order Schedule 3 (Continuous Improvement)
    - Order Schedule 7 (Key Supplier Staff)
    - Order Schedule 8 (Business Continuity and Disaster Recovery)
    - Order Schedule 10 (Exit Management)
    - Order Schedule 15 (Order Contract Management)
    - Order Schedule 20 (Order Specification – Statement of Requirements)
4. CCS Core Terms (DPS version) v1.0.3
5. Joint Schedule 5 (Corporate Social Responsibility) **RM6126**

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

## ORDER SPECIAL TERMS

The following Special Terms are incorporated into this Order Contract:

None

ORDER START DATE: **25 March 2024**

ORDER EXPIRY DATE: **19 August 2024**

ORDER INITIAL PERIOD: **21 weeks**

## DELIVERABLES

See details in Order Schedule 20 (Order Specification – Statement of Requirements)

#### MAXIMUM LIABILITY

The limitation of liability for this Order 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 £87,550

#### ORDER CHARGES

Payments will be split across the length of the project and shall be linked to delivery of each of the deliverables set out below:

- 10% ( ) following the inception meeting.
- 10% ( ) on receipt of the interim report on strands 1 and 2.
- 15% (£ ) on receipt of the interim report on strand 3.
- 15% (£ ) on receipt of the oral presentation.
- 50% (£ ) following approval of the final report by the Authority

#### REIMBURSABLE EXPENSES

None

#### PAYMENT METHOD

Electronic copies shall be sent to the Authority's Project Manager, Grace Irvine-Wells by email.

Invoices shall be submitted electronically, via email, to [ssa.invoice@sharedservicesarvato.co.uk](mailto:ssa.invoice@sharedservicesarvato.co.uk).

Invoices can also be submitted to:

Shared Service Arvato,  
5 Sandringham Park,  
Swansea Vale,  
Swansea,  
SA7 0EA

#### BUYER'S INVOICE ADDRESS:

**Project Manager**

[@dft.gov.uk](mailto:@dft.gov.uk)

**Great Minster House, Horseferry Road, London SW1P 4DR**

## DPS Schedule 6 (Order Form Template and Order Schedules)

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### BUYER'S AUTHORISED REPRESENTATIVE

[REDACTED]

Commercial Relationship Manager

[REDACTED]

[@dft.gov.uk](mailto:[REDACTED]@dft.gov.uk)

Great Minster House, Horseferry Road, London

### BUYER'S ENVIRONMENTAL POLICY



DfT Corporate  
Environmental Policy

### BUYER'S SECURITY POLICY



DfT Information and  
Cyber Security Policy.

### SUPPLIER'S AUTHORISED REPRESENTATIVE

[REDACTED]

**Contract and Commercial Lead**

[REDACTED]

[@ricardo.com](mailto:[REDACTED]@ricardo.com)

**Gemini Building, Fermi Avenue, Harwell IBC, Oxon, OX11 0QR**

### SUPPLIER'S CONTRACT MANAGER

[REDACTED]

Project Manager

[REDACTED]

[@ricardo.com](mailto:[REDACTED]@ricardo.com)

**Gemini Building, Fermi Avenue, Harwell IBC, Oxon, OX11 0QR**

### PROGRESS REPORT FREQUENCY

As per Statement of Requirements and agreed with Contract Manager during Inception meeting

### PROGRESS MEETING FREQUENCY

As per Statement of Requirements and agreed with Contract Manager during inception meeting

### KEY STAFF

As per Order Schedule 7

### KEY SUBCONTRACTOR(S)

None

### E-AUCTIONS

Not applicable

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**COMMERCIALLY SENSITIVE INFORMATION**

Not applicable

**SERVICE CREDITS**

Not applicable]

**ADDITIONAL INSURANCES**




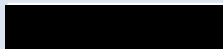
Not applicable

**GUARANTEE**

Not applicable

**SOCIAL VALUE COMMITMENT**

Not applicable

<b>For and on behalf of the Supplier:</b>		<b>For and on behalf of the Buyer:</b>	
Signature:		Signature:	
Name:		Name:	
Role:	Contract Commercial Lead and	Role:	Commercial Relationship Manager
Date:	27 <sup>th</sup> March 2024	Date:	27 <sup>th</sup> April 2024