

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

### **Order Form**

ORDER REFERENCE: **PS23383**

THE BUYER: Department for Science Innovation and  
Technology

BUYER ADDRESS 100 Parliament Street, London, SW1A 2BQ

THE SUPPLIER: Technopolis Ltd

SUPPLIER ADDRESS: 3 Pavilion Building, Brighton, BN1 1EE

REGISTRATION NUMBER: 02354937

DUNS NUMBER: n/a

DPS SUPPLIER REGISTRATION SERVICE ID: n/a

#### **APPLICABLE DPS CONTRACT**

This Order Form is for the provision of the Deliverables and dated 22<sup>nd</sup> February 2024. It's issued under the DPS Contract with the reference number RM6126 for the provision of EOIP Evaluation Fund.

#### **DPS FILTER CATEGORY(IES):**

Policy analysis and development, Astronomy / space science, Impact assessment, Mixed method (qualitative and quantitative), Case studies, Deliberative research, Depth interviews, Impact evaluation, Theory-based impact evaluation (incl. Theories of Change (ToC) and Logic Modelling), Synthesis evaluation, Process evaluation, Value-for-money evaluation

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**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. DPS Special Terms
4. 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 (GDPR)
  - **Order Schedules for RM6126**
    - Order Schedule 2 (Staff Transfer)
    - Order Schedule 5 (Pricing Details)
    - Order Schedule 7 (Key Supplier Staff)
    - Order Schedule 15 (Order Contract Management)
    - Order Schedule 20 (Order Specification)
5. CCS Core Terms (DPS version) v1.0.3
6. Joint Schedule 5 (Corporate Social Responsibility) **RM6126**
7. Order Schedule 4 (Order Tender)

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: 1<sup>st</sup> March 2024

ORDER EXPIRY DATE: 28<sup>th</sup> November 2025

ORDER INITIAL PERIOD: 20 Months

**DELIVERABLES**

See details in Order Schedule 20 (Order Specification)

**MAXIMUM LIABILITY**

The limitation of liability for this Order Contract is stated in Clause 11.2 of the Core Terms.

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The Estimated Year 1 Charges used to calculate liability in the first Contract Year is £356,150.00 excluding VAT

In accordance with Clause 11.6, the Supplier's total aggregate liability in each Contract Year under Clause 14.8 is no more than the Data Protection Liability, being **£356,150.00 excluding VAT**

**ORDER CHARGES**

See details in Order Schedule 5 (Pricing Details)

Total contract value shall not exceed £356,150.00 excluding VAT

**REIMBURSABLE EXPENSES**

None

**PAYMENT METHOD**

The Supplier shall submit an invoice within 28 days of supplying the Supplies and or performing Services to the satisfaction of the Contracting Authority. The invoice shall show the amount of VAT payable and bear the Purchase Order number. Save where an invoice is disputed, the Contracting Authority shall pay the Contractor within 30 days of receipt of an invoice via BACS payment.

If you have a query regarding an outstanding payment please contact our accounts payable section either by email to [ap@uksbs.co.uk](mailto:ap@uksbs.co.uk) or by telephone 01793-867004 between 09:00 and 17:00 Monday to Friday

The Supplier must facilitate payment by the Buyer of the Charges under a Call-Off Contract under any method agreed with the Buyer in the Order Form.

The Supplier must facilitate a change of payment method during the term of any Call-Off Contract.

The Supplier shall not charge the Buyer for a change in payment method during the term of the Call-off Contract

**BUYER'S INVOICE ADDRESS:**

[ap@uksbs.co.uk](mailto:ap@uksbs.co.uk) or Billingham (UKSBS, Queensway House, West Precinct, Billingham, TS23 2NF)

**BUYER'S AUTHORISED REPRESENTATIVE****BUYER'S ENVIRONMENTAL POLICY**

Appended as DESNZ & DSIT Environmental Policy v1.5

**BUYER'S SECURITY POLICY**

<https://www.gov.uk/government/publications/civil-nuclear-cyber-security-strategy>

RM6126 - Research & Insights DPS

Project Version: v1.0

Model Version: v1.3

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**SUPPLIER'S AUTHORISED REPRESENTATIVE**

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**SUPPLIER'S CONTRACT MANAGER**

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**PROGRESS REPORT FREQUENCY**

On the first Working Day of each calendar month]

**PROGRESS MEETING FREQUENCY**

Quarterly on the first Working Day of each quarter]

**KEY STAFF**

A large blue rectangular box used to redact information, likely the names of key staff.

**KEY SUBCONTRACTOR(S)**

Not applicable

**E-AUCTIONS**

Not applicable

**COMMERCIALLY SENSITIVE INFORMATION**

See details in Joint Schedule 4 (Commercially Sensitive Information)

**SERVICE CREDITS**

Not applicable

**ADDITIONAL INSURANCES**

In accordance with Joint Schedule 3 (Insurance Requirements)

**GUARANTEE**

Not applicable

**SOCIAL VALUE COMMITMENT**

The Supplier agrees, in providing the Deliverables and performing its obligations under the Order Contract, that it will comply with the social value commitments in Order Schedule 4 (Order Tender)]