

# Department for Transport – Letter of Appointment & Contract Order Form

## £2 Bus Fare Cap (Extension April – December 2024) – Research Contract for Monitoring & Evaluation

Dear Sir

### Letter of Appointment

This letter of Appointment dated 21 March 2024, is issued in accordance with the provisions of the Short form Terms ('Conditions') set out in the Order Form below, for the provision of Monitoring and Evaluation Research services for the £2 Bus Fare Cap (extended period 01/04/2024 – 31/12/2024, with Contracted tasks to be delivered by 30/04/2025), between the Department for Transport and the Supplier.

Capitalised terms and expressions used in this letter have the same meanings as in the Contract Terms unless the context otherwise requires.

### Order Form

ORDER REFERENCE:	TLOT10170
THE CONTRACT:	For the provision of Monitoring and Evaluation Research services for the £2 Bus Fare Cap (extended period 01/04/2024 – 31/12/2024, with Contracted tasks to be delivered by 30/04/2025)
THE BUYER:	Department for Transport
BUYER ADDRESS	[REDACTED]
THE SUPPLIER:	Frontier Economics Ltd
SUPPLIER ADDRESS:	[REDACTED]
REGISTRATION NUMBER:	03752719
DUNS NUMBER:	237589903

## 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 below.

2. Schedule 1 Contract Conditions (Short Form Contract)


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 START DATE: **1<sup>st</sup> April 2024**

ORDER EXPIRY DATE: **30<sup>th</sup> April 2025**

EXTENSION PERIOD: **The Buyer may extend the Contract for a period of up to 12 Months by giving not less than 10 Working Days' notice in writing to the Supplier prior to the Expiry Date. The Conditions of the Contract shall apply throughout any such extended period.**

## DELIVERABLES

Alongside   
(referred to as Annex 4 in the Short form contract)

## MAXIMUM LIABILITY

The limitation of liability for this Order Contract is stated in Clause 12.1 of the Short Form Contract. In accordance with clause 12.6 of the Conditions, the Supplier's total aggregate liability under clause 14.7.5 of the Conditions is no more than the Data Protection Liability Cap, being £500,000.

## ORDER CHARGES



### **PAYMENT METHOD**

A plan which sets out exact payment dates will be agreed between the Customer and Supplier at the mobilisation meeting.

### **BUYER'S INVOICE ADDRESS:**

[Redacted]

### **BUYER'S AUTHORISED REPRESENTATIVE**

[Redacted]

### **SUPPLIER'S AUTHORISED REPRESENTATIVE**

[Redacted]

### **SUPPLIER'S CONTRACT MANAGER**

[Redacted]

### **PROGRESS REPORT FREQUENCY**

Fortnightly for the duration of the contract unless agreed otherwise by the supplier and buyer.

### **PROGRESS MEETING FREQUENCY**

Fortnightly for the duration of the contract unless agreed otherwise by the supplier and buyer.

### **KEY STAFF**

[Redacted]

### **KEY SUBCONTRACTOR**

**COMMERCIALLY SENSITIVE INFORMATION**

Supplier’s Commercially Sensitive Information includes Frontier proposal dated 12/03/2024, setting out the activities to be undertaken, along with the timing and budget (Order Charges table above).

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:		Signature:	
Name:		Name:	
Role:		Role:	
Date:	27/03/2024	Date:	27/03/2024