



Department  
for Transport



Crown  
Commercial  
Service

## **DPS Schedule 6**

### **Order Form Template and Order Schedules**

Jet Zero Strategy Monitoring & Evaluation Framework

Contract Reference: TRAS3088

## Order Form

ORDER REFERENCE: **TRAS3088**

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

BUYER ADDRESS **Great Minster House 33 Horseferry Road,  
London, SW1P 4DR**

THE SUPPLIER: **ICF Consulting Services Ltd**

SUPPLIER ADDRESS: **Riverscape, 10 Queen St Place, London  
EC4R 1BE**

REGISTRATION NUMBER: **4161656**

DUNS NUMBER: **22-142-8324**

DPS SUPPLIER REGISTRATION SERVICE ID: **[Insert]** if known]

### APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated 07/09/2023.

It's issued under the DPS Contract with the reference number **TRAS3088**, for the provision of **Jet Zero Strategy Monitoring & Evaluation Framework**.

## 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)
3. DPS Special Terms (if applicable)
4. The following Schedules in equal order of precedence:
  - Joint Schedules for **RM6126** DPS reference number]
    - Joint Schedule 2 (Variation Form)
    - Joint Schedule 3 (Insurance Requirements)
    - Joint Schedule 4 (Commercially Sensitive Information)
    - [Joint Schedule 6 (Key Subcontractors)
    - [Joint Schedule 7 (Financial Difficulties)
    - [Joint Schedule 8 (Guarantee)
    - Joint Schedule 10 (Rectification Plan)
    - Joint Schedule 11 (Processing Data)
  - Order Schedules for **RM6126** Order reference number]
    - Order Schedule 1 (Transparency Reports)
    - Order Schedule 2 (Staff Transfer)
    - Order Schedule 3 (Continuous Improvement)
    - [Order Schedule 5 (Pricing Details)
    - [Order Schedule 7 (Key Supplier Staff)
    - [Order Schedule 8 (Business Continuity and Disaster Recovery)]
    - [Order Schedule 9 (Security)
    - [Order Schedule 10 (Exit Management)
5. CCS Core Terms (DPS version) v1.0.3

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

NA

ORDER START DATE: **15/09/2023**

ORDER EXPIRY DATE: **15/03/2024 (or 15/06/2024 if the extension provision is applied)**

ORDER INITIAL PERIOD: **6 months with the option to extend by three months in one monthly increments (6+1+1+1 months)**

## DELIVERABLES

See details as per the Attachment 3 Statement of Requirements.

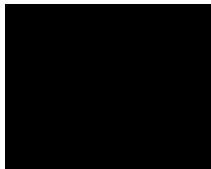
## MAXIMUM LIABILITY

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 £100,000.00 excluding VAT.

## ORDER CHARGES

See details in Order Attachment 4 (Pricing Details)



## REIMBURSABLE EXPENSES

Not Applicable

## PAYMENT METHOD



Invoicing  
Instructions.doc

## BUYER'S INVOICE ADDRESS:

Email: [Ssa.invoice@sharedservicesarvato.co.uk](mailto:Ssa.invoice@sharedservicesarvato.co.uk)

Postal Address:

**Shared Services arvato**  
**5 Sandringham Park**  
**Swansea Vale**  
**SA7 0EA**

## BUYER'S AUTHORISED REPRESENTATIVE

[Redacted]  
[Redacted]  
[Redacted]

Great Minster House, 33 Horseferry Road, London, SW1P 4DR

## BUYER'S AUTHORISED REPRESENTATIVE

[Redacted]

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

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[REDACTED]

[REDACTED]

Great Minster House, 33 Horseferry Road, London, SW1P 4DR

### BUYER'S ENVIRONMENTAL POLICY



DfT Corporate  
Environmental Policy.pdf

### BUYER'S SECURITY POLICY



Information & Cyber  
Security Policy.docx

### SUPPLIER'S AUTHORISED REPRESENTATIVE

[REDACTED]

[REDACTED]

[REDACTED]

ICF, Riverscape, 10 Queen Street Place, London, EC4R 1BE

### SUPPLIER'S CONTRACT MANAGER

[REDACTED]

[REDACTED]

ICF, Riverscape, 10 Queen Street Place, London, EC4R 1BE

### 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

[REDACTED]

[REDACTED]

### KEY SUBCONTRACTOR(S)

None

### E-AUCTIONS

Not Applicable

### COMMERCIALLY SENSITIVE INFORMATION

Any data or documentation categorised as Sensitive or Commercially Sensitive, that the authority (Department for Transport) shares with the supplier (ICF Consulting Services Ltd) should be restricted in use for this contract only. This information can

RM6126 - Research & Insights DPS  
Project Version: v1.0  
Model Version: v1.3

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

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only be shared with the suppliers appointed project team, specifically relating to this contract. Sharing outside the appointed project team is prohibited. Sensitive and/or Commercially Sensitive data/documentation should be kept securely and destroyed at the end of the contract period (as stipulated in clause 10.6 and 14.8 of the RM6126 Core Terms).

This contract is let using the DPS RM6126 Core Terms.



RM6126-Core-Terms.  
odt

### SERVICE CREDITS

Not Applicable

### ADDITIONAL INSURANCES

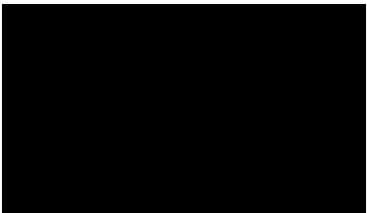





Not Applicable

### 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.

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:		Signature:	
Name:		Name:	
Role:		Role:	
Date:	13 <sup>th</sup> September 2023	Date:	08/09/2023