

DPS Schedule 6 (Order Form Template and Order Schedules)

Order Form

ORDER REFERENCE: 21-22/080

THE BUYER: Department for Education

BUYER ADDRESS Sanctuary Buildings, Great Smith Street,
London, SW1P 3BT

THE SUPPLIER: Ecorys UK Ltd.

SUPPLIER ADDRESS: [REDACTED]

REGISTRATION NUMBER: [REDACTED]

DUNS NUMBER: [REDACTED]

DPS SUPPLIER REGISTRATION SERVICE ID: [REDACTED]

This Order Form, when completed and executed by both Parties, forms an Order Contract. An Order Contract can be completed and executed using an equivalent document or electronic purchase order system.

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated 05/04/2023.

It's issued under the DPS Contract with the reference number **RM6126 CCS Research & Insights Marketplace DPS 21/22/080** for the provision of the **Transformation Fund 2 Evaluation**.

DPS FILTER CATEGORY(IES):

Research methods: Mixed methods, qualitative research, quantitative research

Location: England

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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 CCS Research & Insights Marketplace DPS 21/22/080**
3. DPS Special Terms:
 - i. Safeguarding Children and Vulnerable Adults
 - ii. Project outputs
 - iii. Departmental Security Standards for Business Services and ICT Contracts
4. The following Schedules in equal order of precedence
 - Joint Schedules for **RM6126 CCS Research & Insights Marketplace DPS 21/22/080**
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 6 (Key Subcontractors)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
 - Order Schedules for **RM6126 CCS Research & Insights Marketplace DPS 21/22/080**
 - 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 9 (Security)
 - Order Schedule 10 (Exit Management)
 - 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 CCS Research & Insights Marketplace DPS**
7. Order Schedule 4 (Order Tender) of Order Schedules **RM6126 CCS Research & Insights Marketplace DPS**

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

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The following Special Terms are incorporated into this Order Contract:

Special Term 1. Safeguarding Children and Vulnerable Adults

Special Term 2. Project outputs

Special Term 3. Departmental Security Standards for Business Services and ICT Contracts

ORDER START DATE: 10 April 2023

ORDER EXPIRY DATE: 30 September 2025

ORDER INITIAL PERIOD: 2 years and 6 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.

The Estimated Year 1 Charges used to calculate liability in the first Contract Year is

██████████

ORDER CHARGES

Total expenditure shall not exceed £3,400,433.70 excluding Vat.

See details in Order Schedule 5 (Pricing Details) for milestone payments.

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

Payment by completion of work against milestones included within the contract.

Invoices must include a valid Purchase Order number and be sent via email in pdf format to: AccountsPayable.OCR@education.gov.uk

BUYER'S INVOICE ADDRESS:

Department for Education, Sanctuary Buildings, Great Smith Street,
London SW1P 3BT

Invoices must be submitted in pdf format, state the Purchase Order number (provided separately to this form), and sent via email to AccountsPayable.OCR@education.gov.uk

BUYER'S AUTHORISED REPRESENTATIVE

Grace Ablett

██████████

██████████

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BUYER'S ENVIRONMENTAL POLICY

Available online here:

https://educationgovuk.sharepoint.com/:w:/r/sites/fc/b/_layouts/15/Doc.aspx?sourcedoc=%7B8188248D-C264-47E6-91FE-DA7D22C622B7%7D&file=CT196%20-%20Environmental%20Policy%20in%20Procurement.docx&action=default&mobiledirect=true&DefaultItemOpen=1

BUYER'S SECURITY POLICY

Available online here:

<https://educationgovuk.sharepoint.com/sites/how-do-i/SitePages/security-security-policies.aspx>

SUPPLIER'S AUTHORISED REPRESENTATIVE

██████████

Ecorys UK, ██████████

SUPPLIER'S CONTRACT MANAGER

██████████

Ecorys UK ██████████

PROGRESS REPORT FREQUENCY

Fortnightly, before progress meeting

PROGRESS MEETING FREQUENCY

Fortnightly, although this may move to weekly at crucial stages of the research.

KEY STAFF

Name	Role	Organization	Email
██████████	██████████	Ecorys	██████████
██████████	██████████	Ecorys	██████████
██████████	██████████	Ecorys	██████████
██████████	██████████	Ecorys	██████████
██████████	██████████	Ecorys	██████████
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██████████	██████████	██████████	██████████

KEY SUBCONTRACTOR(S)

██████████

E-AUCTIONS

Not applicable

COMMERCIALY SENSITIVE INFORMATION

Not applicable

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 in Order Schedule 4 (Order Tender)]

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:		Signature:	
Name:		Name:	
Role:		Role:	
Date:		Date:	