

DPS Schedule 6 (Order Form and Order Schedules)

Order Form

ORDER REFERENCE: C235577

THE BUYER: Department of Health and Social Care

BUYER ADDRESS 39 Victoria Street, London SW1H 0EU

THE SUPPLIER: Warwick Economics and Development

SUPPLIER ADDRESS: Two Snow Hill, Birmingham, England, B4 6GA

REGISTRATION NUMBER: 7531279

DUNS NUMBER: XXXXXXXXXX

DPS SUPPLIER REGISTRATION SERVICE ID: TBC

APPLICABLE DPS CONTRACT: Primary Care Incentives Consultation Services

This Order Form is for the provision of the Deliverables and dated 15/01/2024.

It's issued under the DPS Contract with the reference number CCS RM6126 for the above-named provision.

DPS FILTER CATEGORY(IES):
Research and Insights

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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) CCS DPS-**RM6126**
3. DPS Special Terms
4. The following Schedules in equal order of precedence:
 - Joint Schedules for **DPS- 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 **C230513**
 - Order Schedule 1 (Transparency Reports)
 - Order Schedule 3 (Continuous Improvement)
 - Order Schedule 5 (Pricing Details)
 - Order Schedule 7 (Key Supplier Staff)
 - Order Schedule 9 (Security)
 - Order Schedule 18 (Background Checks)
 - Order Schedule 20 (Order Specification)
5. CCS Core Terms (DPS version) v1.0.3
6. Joint Schedule 5 (Corporate Social Responsibility) **C235577 order reference.**

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

None

ORDER START DATE: **23/02/2024**

ORDER EXPIRY DATE: **02/04/2024**

ORDER INITIAL PERIOD: Approximately 6 weeks.

DELIVERABLES

1. The Department of Health and Social care has recently published a public consultation on the Role of Incentives in General Practice. The consultation aims to gather feedback on various aspects related to incentive schemes in general practice, including the Quality and Outcomes Framework (QOF) and the Impact and Investment Fund (IIF). The consultation was published on 14 December 2023 and is set to close on 7 March 2024.
2. Within scope of this consultation are (i) feedback on the role and nature of any incentives in general practice, with a particular focus on the current scope of QOF and IIF, (ii) comments on possible changes in scope of incentive schemes beyond clinical indicators (iii) input on reducing the administrative burden associated with the scheme and enhancing the clinician's experience of delivering it. The consultation is available here:
 - [Role of incentive schemes in general practice](#)
3. The Department is looking to procure professional services to conduct a thorough analysis of responses to the public consultation and produce a well-structured report that reflects the themes identified.

Purpose

4. In response to feedback from the profession, the Department and NHS England had committed to consulting the profession, patients, and the broader system on future reform of QOF. To honour this commitment, the Department launched the Incentives consultation in December 2023. The analysis of the consultation responses will inform the government's response to the consultation and any future reform of incentive schemes.
5. This tender is to source a supplier that can conduct a thorough analysis of the consultation responses, primarily large quantities of both quantitative and qualitative data with complex themes.

Scope of requirement

6. The outputs of the consultation will support the future reform of incentives in general practice and will inform the policy approach for the 2025-2026 general practice contract.
7. The consultation consists of 15 topical questions (with nested sub questions), each with a 400-word limit. Questions encompass both qualitative open-ended and closed formats. The provider will need to identify appropriate methodology to undertake the analysis that ensures that key themes from the responses are captured.
8. The objective is for the supplier to undertake analysis of all responses to the consultation and produce a comprehensive report that synthesises sentiments and common themes in the consultation responses.
9. We require the successful supplier to complete the following tasks:
 - Outline an approach and methodology to analyse the consultation responses. We anticipate responses may range from 2000-3000, but it could be higher or lower.
 - Conduct comprehensive analysis of all consultation responses, including responses to online survey as well as email responses. Provide a detailed description of the most

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common 3-5 themes per question, giving sufficient insight for policy decisions and bringing on representative quotes from respondents, and shorter succinct description of additional themes present.

- Produce a comprehensive report that includes methodology (format, analysis and limitations), demographics/background summary of respondents, as well as key themes and key findings.

10. The supplier will be required to deliver an early draft of the report for feedback from DHSC, and the final product should be delivered to DHSC by the end of the contract period. DHSC will be the owners of all the intellectual property that is created during the analysis of the consultation and the final write up of the report.

11. We need the expertise of a supplier with a proven track record of providing consultation analysis service, and expertise in data analysis. Knowledge of the subject matter of the consultation is desirable. The supplier will be required to adhere to the Department's regulations concerning data protection and privacy.

Quality

12. The data obtained from consultation responses will need to be quality assured and analysed to a high standard, as the data will be used to inform the government's response to the consultation as well as any future reform of incentive schemes.

13. DHSC will require details of the methodology used for the analysis and report writing for its records, in case of any challenges or enquiries regarding the analysis of data.

Service Level and Performance

14. The supplier will need to provide evidence of their performance in their previous projects, particularly the analysis of large quantities of both qualitative and quantitative data.

15. The supplier will be required to provide regular updates on the progress of the analysis to DHSC and highlight any concerns.

Payment

16. [REDACTED]

Timeline

17. The final report will need to be delivered by end of March 2024 to inform the government's response to the consultation and any future reform of incentives in general practice.

18. Set out below in the table is the anticipated timeline to be agreed with DHSC Contract Manager.

Stage	Activity	Anticipated Deadline
	Analysis of consultation responses	February – March 2024
Completion	Analysis completed and final report completed and delivered to DHSC	End of March 2024 (29 March 2024)

Clarification log

As per clarification log issued on Atamis portal of 24 January 2024.

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

Option A: Charges for the Deliverables

Order Schedule 5 (Pricing Details)

All changes to the Charges must use procedures that are equivalent to those in Paragraphs 4, 5 and 6 (if used) in DPS Schedule 3 (DPS Pricing)

Primary Care Incentives consultation	Pricing Schedule
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Activity	Item	Total cost
1	Analysis of consultation responses (up to 2000 individual consultation responses), including identification of key themes in each question)	██████████
2	Write up of final report within the specified time.	██████████
	<i>How cost will be calculated if consultation responses exceed 2000 responses (cost per 500 consultation responses)</i>	██████████
Total		██████████

BUYER'S SECURITY POLICY

Non applicable

SUPPLIER'S AUTHORISED REPRESENTATIVE

[REDACTED]

WECD
Warwick Economics & Development
Two Snow Hill
Birmingham
B4 6GA

[REDACTED]

SUPPLIER'S CONTRACT MANAGER

[REDACTED]

PROGRESS REPORT FREQUENCY

On the first Working Day of each week or as advised by DHSC contract manager.

PROGRESS MEETING FREQUENCY

Weekly, or as advised by DHSC contract manager.

KEY STAFF

[REDACTED]

[REDACTED]

KEY SUBCONTRACTOR(S)

None

E-AUCTIONS

Not applicable

COMMERCIALLY SENSITIVE INFORMATION

As advised by DHSC contract manager on any commercially sensitive information.

SERVICE CREDITS

Not applicable.

ADDITIONAL INSURANCES

Not applicable.

GUARANTEE

There's a guarantee of the Supplier's performance provided for all Order Contracts entered under the DPS Contract.

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:	23/02/2024	Date:	23/02/2024