

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

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

ORDER REFERENCE: CPD4128117

THE BUYER: Ministry Of Housing, Communities & Local Government

BUYER ADDRESS: Fry Building, 2 Marsham Street, London, SW1P 4DF

THE SUPPLIER: Deltapoll Limited

SUPPLIER ADDRESS: Ashleigh Villa, 143 Tamworth Road, Nottingham, NG10 1BY

REGISTRATION NUMBER: 11012888

DUNS NUMBER: <REDACTED>

**APPLICABLE DPS CONTRACT**

This Order Form is for the provision of the Deliverables and dated 1 July 2025.

It's issued under the DPS Contract with the reference number RM6126 for the provision of Survey and Focus Group Research (including Votes at 16: Identification Ownership and Democratic Engagement).

**DPS FILTER CATEGORY(IES):**

Quantitative, Qualitative, Mixed method (qualitative and quantitative), Focus group discussions, School-age children / young people, England, Wales, Scotland, Northern Ireland

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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 6 (Key Subcontractors)
    - Joint Schedule 7 (Financial Difficulties)
    - Joint Schedule 10 (Rectification Plan)
    - Joint Schedule 11 (Processing Data)
    - Joint Schedule 12 (Supply Chain Visibility)
  - Order Schedules for CPD4128117
    - 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)
    - Order Schedule 14 (Service Levels)
    - Order Schedule 15 (Order Contract Management)
    - 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) RM6126
7. Order Schedule 4 (Order Tender) as long as any parts of the Order Tender that offer a better commercial position for the Buyer (as decided by the Buyer) take precedence over the documents above.

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.

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**ORDER SPECIAL TERMS**

None.

ORDER START DATE: 7 July 2025

ORDER EXPIRY DATE: 6 July 2027

ORDER INITIAL PERIOD: 2 Years

OPTIONAL EXTENSION PERIOD: Two further periods of 1 Year.

**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 £144,200 (excluding VAT).

**ORDER CHARGES**

The initial Contract value will be up to **£300,000 excluding VAT** for the provision of the Votes At 16 Research. In addition, the Contract value may rise up to a maximum of **£10million (excluding VAT)** for the initial Contract period and any additional extensions (dependent upon future funding and demand for additional research services).

See details in Order Schedule 5 (Pricing Details).

The Charges will not be impacted by any change to the DPS Pricing. The Charges can only be changed by agreement in writing between the Buyer and the Supplier because of:

- Specific Change in Law

**REIMBURSABLE EXPENSES**

None.

**PAYMENT METHOD**

BACS/ Electronic Invoice

Invoices must quote the Buyer's contract number and purchase order number (to be confirmed) along with appropriate description of work completed and timesheets which have been approved by the Buyer. Failure to do so may result in a delay in payment for which the Buyer cannot be held responsible.

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**BUYER'S INVOICE ADDRESS:**

CP2P Team

Ministry of Housing, Communities & Local Government

1st Floor, The Forum

Marlowes

Hemel Hempstead

HP1 1DN

[clginvoices@communities.gov.uk](mailto:clginvoices@communities.gov.uk)

**BUYER'S AUTHORISED REPRESENTATIVES**

<REDACTED>

<REDACTED>

<REDACTED>

<REDACTED>

<REDACTED>

<REDACTED>

**BUYER'S ENVIRONMENTAL POLICY**

Available at:

<https://www.gov.uk/government/collections/greening-government-commitments>.

**BUYER'S SECURITY POLICY**

Available at:

<https://www.gov.uk/government/publications/security-policy-framework/hmg-security-policy-framework>

**SUPPLIER'S AUTHORISED REPRESENTATIVE**

<REDACTED>

<REDACTED>

<REDACTED>

<REDACTED>

**SUPPLIER'S CONTRACT MANAGER**

<REDACTED>

<REDACTED>

<REDACTED>

<REDACTED>

**PROGRESS REPORT FREQUENCY**

On the first Working Day of each calendar month (or as agreed).

**PROGRESS MEETING FREQUENCY**

At least fortnightly (or as required).

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**KEY STAFF**

See details in Order Schedule 7 (Key Supplier Staff).

**KEY SUBCONTRACTOR(S)**

Quantitative recruitment services (online):

Clariti (Clariti is a trading name of Savanta Group Limited);

<REDACTED>

<REDACTED>

Qualitative recruitment services:

Podengo Market Research Recruitment Limited;

<REDACTED>

<REDACTED>

Quantitative recruitment services (face-to-face):

What's Your View Limited;

<REDACTED>

<REDACTED>

**E-AUCTIONS**

Not applicable.

**COMMERCIALLY SENSITIVE INFORMATION**

As set out in Joint Schedule 4 (Commercially Sensitive Information).

**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).

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