

Order Form

FROM

Customer	Office of Rail and Road
Address	One Kemble Street, London, WC2B 4AN
Invoice Address	accounts.payable@orr.gsi.gov.uk
Contact Ref:	Name: Adam Spencer-Bickle Phone: 0207 282 3670 E-mail: adam.spencer-bickle@orr.gsi.gov.uk
Order Number	ORR/CT/17-46 <i>To be quoted on all correspondence relating to this Order.</i>
Order Date	01/12/2017
Framework Agreement	Pan-Regulators' Framework Agreement for the Provision of Economic, Financial and Related Consultancy Services 2015

TO

Provider:	Cambridge Economic Policy Associates (CEPA)
For the attention of: E-mail Telephone number	Gaynor Mather Gaynor.mather@cepa.co.uk 0207 269 0210
Address	55-56 Queens House London WC2A 3LJ United Kingdom

1. SERVICES ORDER REQUIREMENTS

(1.1) Services [and Deliverables] Required:

The main deliverables from the project are:

- Final report (in pdf format and to publishable standard) describing the approach taken to the project; the options identified; assessment of their feasibility; and recommendations for which options ORR should consider taking forward.

The project plan should be agreed at an inception meeting at the earliest, mutually convenient time after contract award. In addition to the final deliverables, the consultant is to deliver:

- progress reports against the project plan (by email) on at least a fortnightly basis;
- progress meetings (by teleconference or face-to-face) with the project manager on at least a monthly basis;
- an interim presentation of emerging findings;
- a draft report for comment which covers the areas listed above for the final report.

(1.2) Commencement Date:

04/12/2017

(1.3) Contract Price:

For the delivery and acceptance of all Deliverables for fixed fee of £29,920 exclusive of VAT. Additional, pre-agreed expenses over and above those included in the fixed fee will be charged at cost.

100% of the fees will be paid on delivery and acceptance of the final report.

(1.4) Completion Date:

02/03/2018

(1.5) Security Requirements:

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2 FURTHER COMPETITION ORDER - ADDITIONAL REQUIREMENTS

[Guidance: This Part 2 must only be used if a further competition is being used to select the Provider. Completion of this section for direct ordering is in breach of the Public Contracts Regulations 2015]

(2.1) Supplemental Requirements in addition to Call-Off Terms:

N/A

(2.2) Variations to Call-Off Terms:

N/A

3. PERFORMANCE OF THE SERVICES [AND DELIVERABLES]

(3.1) Key Personnel of the Provider to be involved in the Services [and Deliverables]:

Gaynor Mather, Ivan Viehoff, David Jones, Emily Sprake, Mike Woods, Dr Phill Wheat, Professor Andrew Smith

(3.2) Sub-Contractors to be involved in the Services [and Deliverables]:

ITS

(3.3) Performance Location:

United Kingdom

(3.4) Quality Standards:

(3.5) Contract Monitoring Arrangements:

- progress reports against the project plan (by email) on at least a fortnightly basis;
- progress meetings (by teleconference or face-to-face) with the project manager on at least a monthly basis;
- an interim presentation of emerging findings

4. COMMERCIALLY SENSITIVE INFORMATION

(4.1) The following information shall be deemed Commercially Sensitive Information.
 Providers day rates, names of individual consultants and the approach and methodology sections of the proposal document.

5. ALTERNATIVE AND/OR ADDITIONAL CLAUSES

Not applicable

6. INSURANCE

As set out in Clause 7.2.1 of the Framework Agreement

BY SIGNING AND RETURNING THIS ORDER FORM THE PROVIDER AGREES to enter into a legally binding contract with the Customer to provide to the Customer the Services specified in this Order Form (together with where completed and applicable, the further-competition order (additional requirements) set out in section 2 of this Order Form) incorporating the rights and obligations in the Call-Off Terms set out in this Framework Agreement entered into by the Provider and the Authority on 26th August 2015 .

For and on behalf of the Provider:

Name and Title	IAN ALEXANDER, DIRECTOR
Signature	<i>Ian Alexander</i>

Date	7 th DECEMBER 2017
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For and on behalf of the Customer:

Name and Title	MAYANK VIAS - PROCUREMENT & FINANCE EXECUTIVE
Signature	
Date	07/12/2017

Schedule 1

Document Precedence:

Part A takes precedence over Part B

Part A: ORR's STATEMENT OF REQUIREMENTS

Part B: PROVIDERS Proposal