

DPS Schedule 6 (Order Form Template and Order Schedules)

Order Form

ORDER REFERENCE: DFERPPU 24-25/005

THE BUYER: Department for Education

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

THE SUPPLIER: National Children's Bureau (NCB)

SUPPLIER ADDRESS: [REDACTED]

REGISTRATION NUMBER: [REDACTED]

DUNS NUMBER: [REDACTED]

DPS SUPPLIER REGISTRATION SERVICE ID: CT2319

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated 20 November 2024. It's issued under the DPS Contract with the reference number **RM6126 CCS Research & Insights Marketplace DPS** for the provision of research on **Improving the outcomes of looked after children and young people in complex situations with multiple needs, at risk or subject to a Deprivation of Liberty.**

DPS FILTER CATEGORY(IES):

Courts, Tribunals and Legal Services, Special Needs / SEN, Children's social care, Content analysis, Framework analysis, Thematic analysis, Quantitative, Qualitative. Case studies, Scoping Review, Literature Review/Narrative Review/Narrative Literature Review, School-age children / young people, NEETs, Social workers, Looked-after CYP (CYP in residential care settings), Hidden / hard to reach / socially excluded / vulnerable populations, Offenders / Young offenders / Ex-offenders, People with mental health issues, England, Wales, Scotland and Northern Ireland.

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.**
3. DPS Special Terms.
4. The following Schedules in equal order of precedence:
 - Joint Schedules for **RM6126 CCS Research & Insights Marketplace DPS.**
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 5 is covered in '6.' Below.
 - Joint Schedule 6 (Key Subcontractors)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
 - Order Schedules for **DFERPPU 24-25/005**
 - Order Schedule 1 (Transparency Reports)
 - Order Schedule 2 (Staff Transfer)
 - Order Schedule 3 (Continuous Improvement)
 - Order Schedule 4 is covered in '7.' Below, and should be included]
 - Order Schedule 5 (Pricing Details)
 - Order Schedule 7 (Key Supplier Staff)
 - Order Schedule 8 (Business Continuity and Disaster Recovery)
 - 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**



Attachment 3
Statement of Requir

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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

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: **20 November 2024**

ORDER EXPIRY DATE: 31st July 2025, with a break clause in March 2025

ORDER INITIAL PERIOD: 20 November 2024 and – 31st July 2025, with a break clause in March 2025.

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 **██████████ (exclusive of VAT)** estimated Charges in the first 12 months of the Contract. The Buyer must always provide a figure here

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Expenditure for the financial year 2024-25 shall not exceed [REDACTED] exclusive of VAT.

Expenditure for the financial year 2025-26 shall not exceed [REDACTED] exclusive of VAT.

Total project expenditure shall not exceed **£99,880** exclusive of VAT.

REIMBURSABLE EXPENSES

None.

PAYMENT METHOD

Payment via completion of work against milestones included within the contract. Via BACS upon submission of valid invoice. A valid invoice must include the correct Purchase Order, which will be set up once the order form is signed.

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

[REDACTED]

Department for Education, 2 St Paul's Place, 125 Norfolk Row, Sheffield, S1 2FJ

BUYER'S ENVIRONMENTAL POLICY

Department for Education Personal Information Charter, available online at:

<https://www.gov.uk/government/publications/sustainability-and-climate-change-strategy>

BUYER'S SECURITY POLICY

Department for Education Personal Information Charter, available online at:

<https://www.gov.uk/government/organisations/department-for-education/about/personal-information-charter#contents>

SUPPLIER'S AUTHORISED REPRESENTATIVE

[REDACTED]

National Children's Bureau

[REDACTED]

SUPPLIER'S CONTRACT MANAGER

[REDACTED]

National Children's Bureau

[REDACTED]

PROGRESS REPORT FREQUENCY

RM6126 - Research & Insights DPS

Project Version: v1.0

Model Version: v1.3



E-AUCTIONS

Not applicable.

COMMERCIALLY SENSITIVE INFORMATION

See Joint Schedule 4.

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:		Date:	