

## DPS Schedule 6 (Order Form Template and Order Schedules)

### Order Form

ORDER REFERENCE: **21-22/075**

THE BUYER: **The Department for Education**

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

THE SUPPLIER: **National Centre for Social Research (NatCen)**

SUPPLIER ADDRESS: **35 Northampton Square, London, EC1V 0AX**

REGISTRATION NUMBER: **4392418**

DUNS NUMBER: **218125517**

DPS SUPPLIER REGISTRATION SERVICE ID: **n/k**

#### APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated **27<sup>th</sup> October 2022**.

It's issued under the DPS Contract with the reference number **RM6126 CCS Research & Insights Marketplace DPS** for the provision of **Education and Outcomes Panel Studies: Panel C (EOPS-C) 21-22/075**.

DPS FILTER CATEGORY(IES):  
***“Quantitative” and “Longitudinal Research”***

## 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**



DPS Joint Schedule 1  
- Definitions.pdf

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)



DPS Joint Schedule 2  
- Variation Form.docx

- Joint Schedule 3 (Insurance Requirements)



DPS Joint Schedule 3  
- Insurance Requirem

- Joint Schedule 4 (Commercially Sensitive Information)



DPS Joint Schedule  
4 - Commercially Ser

- Joint Schedule 5 (Corporate Social Responsibility) is contained separately in '6.' below
- Joint Schedule 6 (Key Subcontractors)



DPS Joint Schedule 6  
- Key Subcontractors.j

- Joint Schedule 7 (Financial Difficulties)



DPS Joint Schedule  
7 - Financial Difficul

- Joint Schedule 8 (Guarantee)



DPS Joint Schedule 8  
- Guarantee.docx

- Joint Schedule 10 (Rectification Plan)



DPS Joint Schedule  
10 - Rectification Plan

- Joint Schedule 11 (Processing Data)



DPS Joint Schedule  
11 - Processing Data

- Joint Schedule 12 (Supply Chain Visibility)



DPS Joint Schedule  
12 - Supply Chain Vis

- Order Schedules for **21-22/075**

- Order Schedule 1 (Transparency Reports)



DPS Order  
Schedule 1 - Transp.

- Order Schedule 2 (Staff Transfer)



DPS Order  
Schedule 2 - Staff Tr

- Order Schedule 3 (Continuous Improvement)



DPS Order Schedule  
3 - Continuous Impro

- Order Schedule 4 (Order Tender)



DPS Order  
Schedule 4 - Order 1

- Order Schedule 5 (Pricing Details)



DPS Order Schedule  
5 - Pricing Details.doc

- Order Schedule 7 (Key Supplier Staff)



DPS Order  
Schedule 7 - Key Sup

- Order Schedule 8 (Business Continuity and Disaster Recovery)



DPS Order Schedule  
8 - Business Continuit

- Order Schedule 9 (Security)

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DPS Order Schedule  
9 - Security.docx

- Order Schedule 10 (Exit Management)



DPS Order Schedule  
10 - Exit Management

- Order Schedule 15 (Order Contract Management)



DPS Order Schedule  
15 - Order Contract M

- Order Schedule 20 (Order Specification)



DPS Order  
Schedule 20 - Specif

### 5. CCS Core Terms (DPS version) v1.0.3



RM6126 DPS Core  
Terms v1.0.pdf

### 6. Joint Schedule 5 (Corporate Social Responsibility) **RM6126 CCS Research & Insights Marketplace DPS**



DPS Joint Schedule 5  
- Corporate Social Re

- 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.



DPS Order Schedule  
4 - Order Tender final

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

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Special Terms -  
Research.docx

ORDER START DATE: 27<sup>th</sup> October 2022

ORDER EXPIRY DATE: 10<sup>th</sup> October 2028

ORDER INITIAL PERIOD: 6 years, 0 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 contract expenditure shall not exceed **£5,997,360** exclusive of VAT

See details in 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)

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:

- Indexation
- Specific Change in Law
- Benchmarking using Order Schedule 16 (Benchmarking)

### REIMBURSABLE EXPENSES

None

### PAYMENT METHOD

Via BACS upon submission of valid invoice of valid invoice after successful completion of payment milestone(s).

### BUYER'S INVOICE ADDRESS:

**Name:** Accounts Payable, Department for Education

**Email address:** [AccountsPayable.OCR@education.gov.uk](mailto:AccountsPayable.OCR@education.gov.uk)

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

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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](mailto:AccountsPayable.OCR@education.gov.uk)

### BUYER'S AUTHORISED REPRESENTATIVE

**Name:** [REDACTED]

**Role:** Principal Research Officer

**Email address:** [REDACTED]

**Address:** Bishopsgate House, Darlington, DL1 5QE

### BUYER'S ENVIRONMENTAL POLICY

**Department for Education Sustainability and Climate Change Strategy**, 21 April 2022, 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]

Quality Director and Director of Longitudinal Studies

[REDACTED]

35 Northampton Square, London, EC1V 0AX

### SUPPLIER'S CONTRACT MANAGER

[REDACTED]

Quality Director and Director of Longitudinal Studies

[REDACTED]

35 Northampton Square, London, EC1V 0AX

[REDACTED]

Project Manager

[REDACTED]

35 Northampton Square, London, EC1V 0AX

### PROGRESS REPORT FREQUENCY

The supplier must provide written updates on a weekly basis during fieldwork. Frequency of other written updates will be agreed by the parties.

### PROGRESS MEETING FREQUENCY

Weekly, date and duration to be agreed by the parties.

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### **KEY STAFF**

[REDACTED]

Project Co-Director

[REDACTED]

Address: 6 South Charlotte Street, Edinburgh, EH2 4AW

[REDACTED]

Project Co-Director

[REDACTED]

Address: 35 Northampton Square, London, EC1V 0AX

### **KEY SUBCONTRACTOR(S)**

National Foundation for Educational Research

National Children's Bureau

### **E-AUCTIONS**

Not applicable

### **COMMERCIALLY SENSITIVE INFORMATION**

See Joint Schedule 4

### **SERVICE CREDITS**

Not applicable

### **ADDITIONAL INSURANCES**

Not applicable



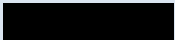
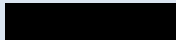


### **GUARANTEE**

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)

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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:	Oct 31, 2022	Date:	Nov 3, 2022