**DPS Order Form and Order Schedules**

**Order Form:**

Lot 2 Qualitative Research amongst UK and International general public, businesses and specialist audiences.

ORDER REFERENCE: CCZZ23A29

THE BUYER: Cabinet Office

BUYER ADDRESS **REDACTED TEXT under FOIA Section 40 Personal Information.**

THE SUPPLIER: Ipsos (Market Research) Limited

SUPPLIER ADDRESS: **REDACTED TEXT under FOIA Section 40 Personal Information.**

REGISTRATION NUMBER: **REDACTED TEXT under FOIA Section 40 Personal Information.**

DUNS NUMBER: **REDACTED TEXT under FOIA Section 40 Personal Information.**

DPS SUPPLIER REGISTRATION SERVICE ID: **REDACTED TEXT under FOIA Section 40 Personal Information.**

**APPLICABLE DPS CONTRACT**

This Order Form is for the provision of the Deliverables and dated **28 March 2024** of issue.

It’s issued under the DPS Contract RM6126 with the reference number CCZZ23A29 for the provision of quantitative and qualitative research services.

**DPS FILTER CATEGORY(IES):**

Central Government, Quantitative, Qualitative, Mixed method (qualitative and quantitative), Face-to-face, Online, Focus group discussions, Communications testing research, Micro businesses, Small businesses, Medium businesses, Large businesses, Sole traders / sole proprietorships, Asian / Asian British, Bangladeshi, Chinese, Indian, Pakistani, Black African / Black Caribbean / Black British, African, Caribbean, Mixed ethnic background, Arab, White English / Welsh / Scottish / Northern Irish / British, People with disabilities, European Union, Commonwealth, England, Wales, Scotland, Northern Ireland, North America, Europe excluding EU / UK

**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) DPS RM6126
3. DPS Special Terms 1: Security Management v1.0, this is to be used instead of the Order Schedule 9 (Security Management) on the DPS RM6126 Framework.
4. The following Schedules in equal order of precedence:

* Joint Schedules forDPS RM6216:
  + Joint Schedule 2 (Variation Form)
  + ​​Joint Schedule 3 (Insurance Requirements)
  + Joint Schedule 4 (Commercially Sensitive Information)
  + Joint Schedule 6 (Key Subcontractors)
  + Joint Schedule 10 (Rectification Plan)
  + Joint Schedule 11 (Processing Data)
* Order Schedules for DPS RM6126:
  + Order Schedule 1 (Transparency Reports)
  + Order Schedule 2 (Staff Transfer)
  + Order Schedule 3 (Continuous Improvement)
  + Order Schedule 4 (Order Tender)
  + Order Schedule 5 (Pricing Details)
  + Order Schedule 6 (Order Form Template and Order Schedules)
  + Order Schedule 7 (Key Supplier Staff)
  + Order Schedule 8 (Business Continuity and Disaster Recovery
  + Order Schedule 14 (Service Levels)
  + Order Schedule 15 (Order Contract Management)
  + Order Schedule 20 (Order Specification)

1. CCS Core Terms (DPS version) v1.0.3
2. Joint Schedule 5 (Corporate Social Responsibility) **CCZZ23A29** DPS Contract reference number
3. 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.

**ORDER START DATE:** **09/04/2024**

**ORDER EXPIRY DATE:** **08/04/2026**

**ORDER INITIAL PERIOD:**  2 years

**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 **£2m** Estimated Charges in the first 12 months of the Contract.

**ORDER CHARGES:**

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:

* Indexation
* Specific Change in Law

**REIMBURSABLE EXPENSES:**

None

**PAYMENT METHOD:**

Monthly in arrears by BACs

**BUYER’S INVOICE ADDRESS:**

Invoices should be submitted to:

**REDACTED TEXT under FOIA Section 40 Personal Information.**

**BUYER’S AUTHORISED REPRESENTATIVE:**

**REDACTED TEXT under FOIA Section 40 Personal Information.**

**BUYER’S SECURITY POLICY:** Appended at Order Schedule 9

**SUPPLIER’S AUTHORISED REPRESENTATIVE:**

**REDACTED TEXT under FOIA Section 40 Personal Information.**

**SUPPLIER’S CONTRACT MANAGER:**

**REDACTED TEXT under FOIA Section 40 Personal Information.**

**KEY STAFF:**

**REDACTED TEXT under FOIA Section 40 Personal Information.**

**KEY SUBCONTRACTOR(S):**

**REDACTED TEXT under FOIA Section 40 Personal Information.**

**E-AUCTIONS:**

Not applicable

**COMMERCIALLY SENSITIVE INFORMATION:**

Please see DPS 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)

|  |  |  |  |
| --- | --- | --- | --- |
| **For and on behalf of the Supplier:** | | **For and on behalf of the Buyer:** | |
| Signature: | **REDACTED TEXT under FOIA Section 40 Personal Information.** | Signature: | **REDACTED TEXT under FOIA Section 40 Personal Information.** |
| Name: | **REDACTED TEXT under FOIA Section 40 Personal Information.** | Name: | **REDACTED TEXT under FOIA Section 40 Personal Information.** |
| Role: | **REDACTED TEXT under FOIA Section 40 Personal Information.** | Role: | **REDACTED TEXT under FOIA Section 40 Personal Information.** |
| Date: | **REDACTED TEXT under FOIA Section 40 Personal Information.** | Date: | **REDACTED TEXT under FOIA Section 40 Personal Information.** |