

DPS Schedule 6 (Order Form Template and Order Schedules)

Order Form

ORDER REFERENCE: **CPD4124072**

THE BUYER: **Department for Levelling Up, Housing and Communities**

BUYER ADDRESS **2 Marsham Street, London, SW1P 4DF**

THE SUPPLIER: **AECOM Limited**

SUPPLIER ADDRESS: **Aldgate Tower, 2 Leman Street, London, E1 8FA, United Kingdom**

REGISTRATION NUMBER: **01846493**

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated Wednesday 12th April 2023.

It's issued under the DPS Contract with the reference number **RM6126 Research and Insights for the provision of Research into the Measurement and Reduction of Embodied Carbon in New Buildings.**

DPS FILTER CATEGORY(IES):
35157

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 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
 - Joint Schedule 12 (Supply Chain Visibility)
 - Order Schedules for **RM6126**
 - 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 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:	19th April 2023
ORDER EXPIRY DATE:	29th March 2024
ORDER INITIAL PERIOD:	11 months and 11 days
OPTIONAL EXTENSION PERIOD:	up to Twelve (12) months on the same terms as set out in the Order Form

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 **£194,913.00**. *These charges are based on costs set out in the Price Schedule (see Order Schedule 5)*

ORDER CHARGES

The maximum firm price to deliver the project is capped at One hundred ninety-four thousand nine hundred thirteen pounds (**£194,913.00**) excluding VAT. Full details are set out 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.

Additional services called off under the contract will be priced separately and in-line with Table C within Order Schedule 5 (Pricing Details). The value of any such services would not be expected to exceed Ninety-seven thousand, four hundred and fifty-six pounds and fifty pence (**£97,456.50**) excluding VAT.

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 an 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:

Department for Levelling Up, Housing and Communities, Invoice Processing Team,
Finance Shared Services Division, High Trees, Hillfield Road, Hemel Hempstead,
Herts, HP2 4XN, Email: CLGInvoices@levellingup.gov.uk

BUYER'S AUTHORISED REPRESENTATIVE

REDACTED

Policy Adviser

REDACTED

2 Marsham Street, London, SW1P 4DF

BUYER'S ENVIRONMENTAL POLICY

Available online at:

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

BUYER'S SECURITY POLICY

Available online at:

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

SUPPLIER'S AUTHORISED REPRESENTATIVE

REDACTED

Director

REDACTED

Midpoint, Alencon Link, Basingstoke, RG21 7PP

SUPPLIER'S CONTRACT MANAGER

REDACTED

Commercial Director

REDACTED

Aldgate Tower, 2 Leman Street, London, E1 8FA, United Kingdom

PROGRESS REPORT FREQUENCY

See details in Order Schedule 15 (Order Contract Management)

PROGRESS MEETING FREQUENCY

See details in Order Schedule 15 (Order Contract Management)

KEY STAFF

As listed in Annex 1 to Order Schedule 7 (Key Supplier Staff)

KEY SUBCONTRACTOR(S)

University of Bath

Claverton Down, Bath, BA2 7AY, United Kingdom

Pollard Thomas Edwards LLP

Diespeker Wharf, 38 Graham Street, London, N1 8JX

RM6126 - Research & Insights DPS

Project Version: v1.0

Model Version: v1.3

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Architype Limited

Architype Ltd, Upper Twyford, Hereford, England, HR2 8AD

E-AUCTIONS

Not Applicable

COMMERCIALLY SENSITIVE INFORMATION

See details 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 as highlighted in Order Schedule 4 (Order Tender):

- **MAC 3.4:** Demonstrate collaboration throughout the supply chain, and a fair and responsible approach to working with supply chain partners in delivery of the contract.
- **MAC 4.1:** Deliver additional environmental benefits in the performance of the contract including working towards net zero greenhouse gas emissions

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	*REDACTED*	Signature:	*REDACTED*
Name:	*REDACTED*	Name:	*REDACTED*
Role:	Commercial Director - B&P	Role:	Head of Procurement (Digital & Corporate Services)
Date:	18 th April 2023	Date:	18 th April 2023