

DPS Schedule 6 (Order Form Template and Order Schedules)

Order Form

ORDER REFERENCE: **25788 Talking Therapies**

BUYER: Department for Work and Pensions (DWP)

BUYER ADDRESS: Caxton House, Tothill Street, London, SW1H 9DA

THE SUPPLIER: IFF Research Limited

SUPPLIER ADDRESS: St Magnus House, 3 Lower Thames Street
London, EC3R 6HD

REGISTRATION NUMBER: 00849983

DUNS NUMBER: 211574041

DPS SUPPLIER REGISTRATION SERVICE ID: Z5571698

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated 29/06/2023. It's issued under the DPS Contract with the reference number RM6126 Research & insights for the provision of Employment Advisers in NHS Talking Therapies

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 Research & Insights
3. The following Schedules in equal order of precedence:
 - Joint Schedules for RM6126 Research & Insights
 - Joint Schedule 1 (Definitions)
 - Joint Schedule 2 (Variation Form)

DPS Schedule 6 (Order Form Template and Order Schedules)

Crown Copyright 2021

- Joint Schedule 3 (Insurance Requirements)
- Joint Schedule 4 (Commercially Sensitive Information)
- Joint Schedule 6 (Key Subcontractors)
- Joint Schedule 7 (Financial Difficulties)
- Joint Schedule 10 (Rectification Plan)
- Joint Schedule 11 (Processing Data)
- Joint Schedule 12 (Supply Chain Visibility)

- Order Schedules: -
 - 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)

- 4. CCS Core Terms (DPS version) v1.0.3
- 5. Joint Schedule 5 (Corporate Social Responsibility) RM6126 Research & Insights
- 6. 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 SPECIAL TERMS

None

ORDER START DATE: 30/06/23

ORDER EXPIRY DATE: 29/02/25

ORDER INITIAL PERIOD: 20 months initial period (with an option to extend up to 6 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 £306,000

ORDER CHARGES

Maximum contract value £509,983.61 - See details in Order Schedule 5 (Pricing Details)

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

Electronic invoice containing purchase order number
Invoice intervals to be agreed with DWP Contract Manager (contact details to be provided)

BUYER'S INVOICE ADDRESS:

Invoices must contain the purchase order number and submitted to SSCL by email to APinvoices-DWP-U@gov.sscl.com. Copy invoice to DWP Contract Manager (contact details to be supplied)

BUYER'S AUTHORISED REPRESENTATIVE

Anna Tudor

Senior Social Researcher

anna.tudor@dwp.gov.uk

DWP Corporate Hub, Two St Peters Square, Manchester, M2 3AA

SUPPLIER'S AUTHORISED REPRESENTATIVE

Lorna Adams

Director

Lorna.Adams@IFFResearch.com

IFF Research Ltd., St Magnus House, 3 Lower Thames Street, London, EC3R 6HD

RM6126 - Research & Insights DPS

Project Version: v1.0

Model Version: v1.3

SUPPLIER'S CONTRACT MANAGER

Christabel Downing

Associate Director

Christabel.Downing@IFFResearch.com

IFF Research Ltd., St Magnus House, 3 Lower Thames Street, London, EC3R 6HD

PROGRESS REPORT FREQUENCY

TBC

PROGRESS MEETING FREQUENCY

TBC

KEY STAFF

Lorna Adams

Director

Lorna.Adams@IFFResearch.com

IFF Research Ltd., St Magnus House, 3 Lower Thames Street, London, EC3R 6HD

Christabel Downing

Associate Director

Christabel.Downing@IFFResearch.com

IFF Research Ltd., St Magnus House, 3 Lower Thames Street, London, EC3R 6HD

Rachel Keeble

Research Manager

Rachel.Keeble@IFFResearch.com

IFF Research Ltd., St Magnus House, 3 Lower Thames Street, London, EC3R 6HD

KEY SUBCONTRACTOR(S)

Bryson Purdon Social Research (BPSR)

York Economic Consulting Group (YHEC)

COMMERCIALLY SENSITIVE INFORMATION

Staff day rates and contact details

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

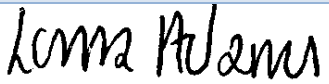

Not applicable

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:		Signature:	
Name:	Lorna Adams	Name:	Martine Lunn
Role:	Director	Role:	Commercial Lead
Date:	03/07/2023	Date:	05/07/2023