

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

## Order Form

**ORDER REFERENCE:** C2586

**THE BUYER:** Intellectual Property Office

**BUYER ADDRESS** Concept House, Cardiff Road, Newport, NP10 8QQ

**THE SUPPLIER:** QA Ltd

**SUPPLIER ADDRESS:** International House, 1 St Katharine's Way, London, E1W 1UN

**REGISTRATION NUMBER:** 02413137

**DUNS NUMBER:** 504162785

**DPS SUPPLIER REGISTRATION SERVICE ID:** SQ-MW6K23V

### APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated 31st August 2023  
It's issued under the DPS Contract with the reference number RM6219 Learning & Training for the provision of DDaT Training Skills Licences.

### DPS FILTER CATEGORY(IES):

Reference: 42259

## **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) **RM6219**
3. DPS Special Terms
4. The following Schedules in equal order of precedence:
  - Joint Schedules for **RM6219**
    - 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 **RM6219**
    - Order Schedule 1 (Transparency Reports)
    - Order Schedule 2 (Staff Transfer)
    - Order Schedule 3 (Continuous Improvement)
    - Order Schedule 4 (Order Tender)
    - Order Schedule 9 (Security)
    - 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) **RM6219**

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:

None

**ORDER START DATE:** 1st September 2023

**ORDER EXPIRY DATE:** 31st August 2026

**ORDER INITIAL PERIOD:** 3 years

## **DELIVERABLES**

Option A: Training delivered under Skills Licences purchased up to the value of £50k per year

## **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: £50,000

## **ORDER CHARGES**

Option A: Up to £50k per year

## **REIMBURSABLE EXPENSES**

NONE

## **PAYMENT METHOD**

BACS

## **BUYER'S INVOICE ADDRESS:**

Accounts Payable

[REDACTED]

Concept House, Cardiff Road, Newport NP10 8QQ

## **BUYER'S AUTHORISED REPRESENTATIVE**

[REDACTED]

## **BUYER'S OPERATIONAL CONTRACT MANAGER**

[REDACTED]

## **BUYER'S ENVIRONMENTAL POLICY**

[Our energy use - Intellectual Property Office - GOV.UK \(www.gov.uk\)](#)

## **BUYER'S SECURITY POLICY**

[REDACTED]

**SUPPLIER'S AUTHORISED REPRESENTATIVE**

[REDACTED]

**SUPPLIER'S CONTRACT MANAGER**

[REDACTED]

**PROGRESS REPORT FREQUENCY**

On the first Working Day of each calendar month

**PROGRESS MEETING FREQUENCY**

Quarterly on the first Working Day of each quarter

**KEY STAFF**

[REDACTED]

**KEY SUBCONTRACTOR(S)**

Not applicable

**E-AUCTIONS**

Not Applicable

**COMMERCIALLY SENSITIVE INFORMATION**

Not applicable

**SERVICE CREDITS**

Not applicable]

**ADDITIONAL INSURANCES**

Not Applicable

**GUARANTEE**

Not Applicable

**SOCIAL VALUE COMMITMENT**

Not applicable

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]