

DPS Schedule 6 (Order Form Template and Order Schedules)

Order Form

ORDER REFERENCE: Con_23717

THE BUYER: The Secretary of State for Education

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

THE SUPPLIER: IFF Research Ltd.

SUPPLIER ADDRESS: 5th Floor, St Magnus House, London, EC3R 6HD

REGISTRATION NUMBER: 00849983

DUNS NUMBER:

This Order Form, when completed and executed by both Parties, forms an Order Contract. An Order Contract can be completed and executed using an equivalent document or electronic purchase order system.

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated 19/12/2023

It's issued under the DPS Contract with the reference number RM6126 DPS for the provision of Identifying Need and Measuring Wellbeing: Discovery Study

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) **RM6128** DPS Contract reference number
3. DPS Special Terms N/A

4. The following Schedules in equal order of precedence:

- Joint Schedules for **RM6128**
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
- Order Schedules for **RM6128** / this contract
 - 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 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) **RM6125**

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.

ORDER START DATE: 22 December 2023

ORDER EXPIRY DATE: 02 May 2024

ORDER INITIAL PERIOD: **4 months 12 days**

DELIVERABLES

Option B: 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 £223,983.00 (ex VAT)

ORDER CHARGES

Option B: See details in Order Schedule 5 (Pricing Details)

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

In exchange for the Deliverables, the Supplier must invoice the Buyer for the Charges. All Charges exclude VAT, which is payable on provision of a valid VAT invoice and include all costs connected with the Supply of Deliverables.

The Buyer must pay the Supplier the Charges within 30 days of receipt by the Buyer of a valid, undisputed invoice, in cleared funds using the relevant payment method (Purchase order).

A valid invoice includes all appropriate references including the Contract reference number and other details reasonably requested by the Buyer; and includes a detailed breakdown of Delivered Deliverables and Milestone(s) (if any).

BUYER'S INVOICE ADDRESS:

Invoices must be sent to: accountspayable.OCR@education.gov.uk

A copy of all invoices must also be sent to: [REDACTED]

BUYER'S AUTHORISED REPRESENTATIVE

[REDACTED]

[REDACTED]

[REDACTED]

2 St Paul's Place, 125 Norfolk Street, Sheffield, S1 2FJ

BUYER'S ENVIRONMENTAL POLICY

<https://www.gov.uk/government/publications/environmental-and-sustainability-policy>

BUYER'S SECURITY POLICY

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

SUPPLIER'S AUTHORISED REPRESENTATIVE

[REDACTED]

[REDACTED]

[REDACTED]

SUPPLIER'S CONTRACT MANAGER

[REDACTED]

[REDACTED]

[REDACTED]

PROGRESS REPORT FREQUENCY

Monthly, ahead of the monthly KPI performance meeting.

PROGRESS MEETING FREQUENCY

Contract management meetings: Weekly (day tbc).

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Performance management meeting to discuss progress against KPI's: Monthly (date tbc).

KEY STAFF

[REDACTED]

KEY SUBCONTRACTOR(S)

[REDACTED]

COMMERCIALLY SENSITIVE INFORMATION

Supplier's Commercially Sensitive Information

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

Not applicable

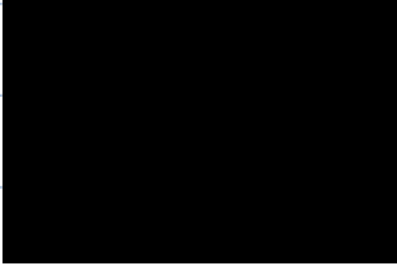
GUARANTEE

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: | |
| Signature: | [REDACTED] |
| Name: | [REDACTED] |
| Role: | Director |
| Date: | Dec 20, 2023 |

| | |
|--|--|
| For and on behalf of the Buyer: | |
| Signature: |  |
| Name: | |
| Role: | |
| Date: | Dec 20, 2023 |

8665_DPS Schedule 6 - Order Form Template and Order Schedules v1.0

Final Audit Report

2023-12-20

| | |
|-----------------|--|
| Created: | 2023-12-19 |
| By: | [REDACTED] |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAAmGLvB1pLD1NqOqUYrZoP0aCfU7plsyzM |

[REDACTED]

[REDACTED]