

Joint Schedule 2 (Variation Form)

This form is to be used in order to change a contract in accordance with Clause 24 (Changing the Contract)

Contract Details	
This variation is between:	DHSC (the Buyer) And Ipsos ("the Supplier")
Contract name:	Qualitative follow up for Behavioural insights into the likely uptake of Section 18(3) of the Care Act
Contract reference number:	C125488
Details of Proposed Variation	
Variation initiated by:	Buyer
Variation number:	01
Date variation is raised:	25/07/2023
Proposed variation	<p>This variation is for an additional phase of work (qualitative interviews) with an uplift in value of £20,000 and a one-month time extension, extending the contract expiry date to 30 September 2023. This additional work will be added to an existing project, which has been previously commissioned to Ipsos.</p> <p>To support the existing project, we require Ipsos to conduct 15 interviews with people who answered the survey. These interviews should investigate some of the key findings that were revealed by the survey, including decision making around taking up s18(3), as well as areas that could not be covered using a survey. The additional interviews will also require analysis and a supplementary report to deliver the findings.</p>
Reason for the variation:	<p>We have an existing contract with Ipsos who have conducted a survey on our behalf into potential uptake of Section 18(3) of the 2014 Care Act. Following the quantitative data collection, we would like for Ipsos to conduct a series of follow up qualitative interviews with survey participants to explore topics in more detail. The nature of surveys mean that some important topics (such as feelings and emotions, risk propensity and practical considerations around organising care) can't be covered by closed questions. The data revealed a need to explore these areas in greater detail to improve our ability to model uptake in different contexts / scenarios. This has also been recommended by our independent behavioural insights advisor.</p>
An Impact Assessment shall be provided within:	N/A
Impact of Variation	
Likely impact of the proposed variation:	The proposed variation allows sufficient time and budget for Ipsos to carry out 15 qualitative interviews. The variation also includes budget to cover additional costs of filters on the discrete choice experiment analysis not included in the original budget plus contingency should it be needed.

Outcome of Variation		
Contract variation:	This Contract detailed above is varied as follows:	
	<ul style="list-style-type: none"> Buyer to insert original Clauses or Paragraphs to be varied and the changed clause 	
	Clause / Paragraph Number	Title
	Replacement clause	
	DPS Order Schedule 5	Pricing details
	Total (ex VAT) £160,000. Set out more clearly at Annex 1 of this Variation.	
	Attachment 3 – Order Form Schedules (DPS Schedule 6) (Order Form Template and Order Schedules	Expiry Date
	30 th September 2023	
	Order Schedule 20, Section 3	Suggested research methodology
	Add Clause 3.8 to state:	
	The Buyer requires the Supplier to conduct an additional 15 interviews with people who answered the survey. These interviews should investigate the key findings that were revealed by the survey, including decision making around taking up s18(3), as well as areas that could not be covered using a survey. The additional interviews will also require analysis and a supplementary report to deliver the findings.	
Financial variation:	Original Contract Value:	£140,000
	Additional cost due to variation:	£20,000
	New Contract value:	£160,000

1. This Variation must be agreed and signed by both Parties to the Contract and shall only be effective from the date it is signed by Buyer
2. Words and expressions in this Variation shall have the meanings given to them in the Contract.
3. The Contract, including any previous Variations, shall remain effective and unaltered except as amended by this Variation.

Signed by an authorised signatory for and on behalf of the Buyer

Redacted in accordance to Sec 40 of the FOIA
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Date Signed: 22/09/2023

Signed by an authorised signatory to sign for and on behalf of the Supplier

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Address Ipsos, 3 Thomas More Square, London, E1W 1YW

Date Signed 22/09/2023

Annex 1 – Order Schedule 5 (Pricing Details)

IPSOS breakdown of bid prices, as requested in Attachment 4 of the ITT documents.

Year 1				
Team Members	Role	Name	Cost (per Day)	No. of days
1	Research Director	Margaret Blake	£ 1,250	14
2	Associate Director	Claire Lambert	£ 850	8
3	Research Manager	Reuben Balfour	£ 750	32
4	Senior Research Executive	Amun Rehisi	£ 650	33
6	Research Executive	Research Executive support	£ 525	3.5
7	Head of Behavioural Science	Lisa Sutherland	£ 1,250	2
8	Director, Health Economics	Anita Patel	£ 1,250	2
9	Director, Economic Evaluation	Ricky Lawton	£ 1,250	2
10	DEC Analysts	Chris Moore and Manjula Bhudiya	£ 650	10
	Stage 1 fieldwork costs	Recruitment, incentives, transcription	£ 4,056	1
	Stage 3 fieldwork costs	KP Survey and data cleaning	£ 57,725	1
	Subtotal (ex VAT)			£147,368
	Discount %		5%	
	Total (ex VAT)	£		140,000
	Total (inc VAT)	£		168,000

Breakdown of additional qualitative interviews:

Research Director	Margaret Blake	£ 1,250	3
Associate Director	Reuben Balfour	£ 850	3
Senior Research Executive	Tania Borges	£ 650	5
Research Executive	Research Executive support	£ 525	6
Head of Behavioural Science	Lisa Sutherland	£ 1,250	1
KnowledgePanel	KP Recontact of participants	£ 1,050	1
Fieldwork costs	Recruitment, incentives and transcription	£ 3,000	1
DCE filters	Inclusion of two extra filters for the DCE	£ 150	1
Subtotal (ex VAT)			£18,150
Filters plus contingency for additional interviews			£1,850
Total (ex VAT)			£20,000
Total (inc VAT)			£24,000