

DPS Schedule 6 (Order Form Template and Order Schedules)

Order Form

ORDER REFERENCE: **TLOT0038 - Research and Economic Analysis of Concessionary Bus Fares**

THE BUYER: **The Department for Transport**

BUYER ADDRESS **Great Minster House, 33 Horseferry Road, London, SW1P 4DR**

THE SUPPLIER: **SYSTRA LIMITED**

SUPPLIER ADDRESS: **ONE CAREY LANE, LONDON, EC2V 8AE**

REGISTRATION NUMBER: **03383212**

DUNS NUMBER: **52-016-6018**

DPS SUPPLIER REGISTRATION SERVICE ID: **N/A**

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated **24/03/2023**. It's issued under the DPS Contract with the reference number RM6126 for the provision of **Research and Economic Analysis of Concessionary Bus Fares**.

DPS FILTER CATEGORY(IES):
N/A

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)
 - Order Schedules for **RM6126**
 - Order Schedule 1 (Transparency Reports)
 - Order Schedule 3 (Continuous Improvement)
 - Order Schedule 8 (Business Continuity and Disaster Recovery)
 - Order Schedule 20 (Order Specification)
5. CCS Core Terms (DPS version) v1.0.3
6. Joint Schedule 5 (Corporate Social Responsibility) **RM6126**

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

1. With reference to section 5, workstream 4 (Schedule 20(order Specification)). Subject to an assessment of the supplier's performance to date and the production of a suitable updated proposal, the authority reserves the right to extend the scope of the Research to cover W4 or exit the contract at this stage. If the Authority wishes to extend the contract with the supplier to pursue Workstream 4, the prices quoted in the original price schedule (and stated below) would be expected to be the same.

ORDER START DATE: **11/04/2023**

ORDER EXPIRY DATE: **29/02/2024**

ORDER INITIAL PERIOD: **11 months** or until date stated above.

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 **£503,409.25**

ORDER CHARGES

Option A: **£503,409.25**

REDACTED

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

Payment can only be made following satisfactory delivery of pre-agreed certified products and deliverables.

Before payment can be considered, each invoice must include a detailed elemental breakdown of work completed, the associated costs and reference the supplied PO.

BUYER'S INVOICE ADDRESS:

DFT Shared Services Centre
5 Sandringham Park
Swansea
SA7 0EA.

Alternatively, invoices may be sent electronically to the following email address:

REDACTED

BUYER'S AUTHORISED REPRESENTATIVE

REDACTED

BUYER'S CONTRACT MANAGER

REDACTED

BUYER'S ENVIRONMENTAL POLICY

See Appendix A

BUYER'S SECURITY POLICY

N/A

SUPPLIER'S AUTHORISED REPRESENTATIVE

REDACTED

SUPPLIER'S CONTRACT MANAGER

REDACTED

PROGRESS REPORT FREQUENCY

To be finalised upon contract start and each workstream. Expected to be (but not limited to) once a week meeting.

PROGRESS MEETING FREQUENCY

To be finalised upon contract start and each workstream. Expected to be (but not limited to) once a week meeting.

KEY STAFF

REDACTED

REDACTED

REDACTED

REDACTED

KEY SUBCONTRACTOR(S)

Trading Name(s): Frontier Economics Limited

Registered Address(ees) and contact details: 71 High Holborn, London, WC1V 6DA

Contact: REDACTED

Goods/Services to be provided: Economic analysis

Trading Name(s): Ernst & Young LLP

Registered Address(ees) and contact details: 1 More London Place , London SE1 2AF

Contact: REDACTED

Goods/Services to be provided: Stakeholder engagement and critical friend

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Trading Name(s): Research Institute for Disabled Consumers

Registered Address(ees) and contact details: Impact Hub King's Cross 34b York Way London N1 9AB

Contact: REDACTED

Goods/Services to be provided: Specialist Disability Panel Survey

Trading Name(s): Researchers @ Crown Ltd T/A Teamsearch

Registered Address(ees) and contact details: Floor 2, 1850 Mill, Shaw Lodge Mills, Shaw Lane, Halifax HX3 9ET

Contact: REDACTED

Goods/Services to be provided: Panel & Telephone Survey

COMMERCIALLY SENSITIVE INFORMATION

Not applicable

SERVICE CREDITS

N/A

ADDITIONAL INSURANCES

N/A

GUARANTEE

N/A

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 proposed in their tender, submitted on 17/02/2023.

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For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	REDACTED	Signature:	REDACTED
Name:	REDACTED	Name:	REDACTED
Role:	REDACTED	Role:	REDACTED
Date:	28/03/2023	Date:	28/03/2023

Appendix A



DfT Corporate
Environmental Policy