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

**Order Form**

ORDER REFERENCE: **Project\_27191 CCZZ24A15**

THE BUYER: **Department for Work and Pensions**

BUYER ADDRESS **REDACTED TEXT under FOIA Section 40, Personal Information**.

THE SUPPLIER: **National Centre for Social Research**

SUPPLIER ADDRESS: **REDACTED TEXT under FOIA Section 40, Personal Information**.

REGISTRATION NUMBER: **4392418**

DUNS NUMBER: **42-404-7426**

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated 08/04/2025.

It’s issued under the DPS Contract with the reference number RM6126 for the Provision of Disability Research.

DPS FILTER CATEGORY(IES):

Disability -

People with disabilities

People with physical health issues / long term illness

People with mental health issues

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 Research and Insights DPS, Lot 1: Research & Insights:
3. DPS Special Terms
4. The following Schedules in equal order of precedence:
* Joint Schedules for RM6126 Research and Insights DPS, Lot 1: Research & Insights:
	+ 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)
	+ Joint Schedule 12 (Supply chain visibility)
* Order Schedules for RM6126 Research and Insights DPS, Lot 1: Research & Insights:
	+ Order Schedule 1 (Transparency Reports)
	+ Order Schedule 2 (Staff Transfer)
	+ Order Schedule 3 (Continuous Improvement)
	+ Order Schedule 4 (Order Tender)
	+ 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)
1. CCS Core Terms (DPS version) v1.0.3
2. Joint Schedule 5 (Corporate Social Responsibility) RM6126 Research and Insights DPS, Lot 1: Research & Insights

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 INITIAL PERIOD: Three (3) years, with an option to extend by 1 Year.

INITIAL CONTRACT PERIOD VALUE: The total contract value excluding any extensions (ex VAT) is £1,000,000.00

ORDER START DATE: 23/04/2025

ORDER EXPIRY DATE: 24/04/2028

OPTIONAL EXTENSION PERIOD: Option to extend by 1 year. Should the extension option be exercised, the potential value may increase to £333,000.00 to £1,333,000.00

EXTENSION PERIOD VALUE IF EXERCISED: 22/04/2029

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£250,000.00

ORDER CHARGES

The Charges will not be impacted by any change to the DPS Pricing. The Charges can only be changed by agreement in writing between the Buyer and the Supplier because of:

* [Indexation]
* [Specific Change in Law]
* [Benchmarking using Order Schedule 16 (Benchmarking)]

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

All invoices should be submitted to: the nominated DWP project manager in the first instance. Electronic invoices should also be sent to **REDACTED TEXT under FOIA Section 40, Personal Information**.

BUYER’S INVOICE ADDRESS:

**REDACTED TEXT under FOIA Section 40, Personal Information**.

BUYER’S AUTHORISED REPRESENTATIVE

**REDACTED TEXT under FOIA Section 40, Personal Information**.

BUYER’S ENVIRONMENTAL POLICY

https://www.gov.uk/government/news/dwp-estates-outlines-sustainability-plans

BUYER’S SECURITY POLICY

Appended at Order Schedule 9

SUPPLIER’S AUTHORISED REPRESENTATIVE

 **REDACTED TEXT under FOIA Section 40, Personal Information**.

SUPPLIER’S CONTRACT MANAGER

**REDACTED TEXT under FOIA Section 40, Personal Information**.

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 TEXT under FOIA Section 40, Personal Information**.

KEY SUBCONTRACTOR(S)

London Economics

**REDACTED TEXT under FOIA Section 40, Personal Information**.

Services - expert input on behavioural science, including helping to design, deliver and analyse behavioural testing

WPI Economics

**REDACTED TEXT under FOIA Section 40, Personal Information**.

Services - expert subject matter advice on the benefits system and disability benefits in particular

E-AUCTIONS

Not applicable

COMMERCIALLY SENSITIVE INFORMATION

As per joint schedule 4

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: | **REDACTED TEXT under FOIA Section 40, Personal Information**. | Signature: | **REDACTED TEXT under FOIA Section 40, Personal Information**. |
| Name: | **REDACTED TEXT under FOIA Section 40, Personal Information**. | Name: | **REDACTED TEXT under FOIA Section 40, Personal Information**. |
| Role: | **REDACTED TEXT under FOIA Section 40, Personal Information**. | Role: | **REDACTED TEXT under FOIA Section 40, Personal Information**. |
| Date: | 23rd April 2025 | Date: | 24th April 2025 |