

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

## Order Form

ORDER REFERENCE: **CPD4124111**

THE BUYER: **Department of Levelling Up, Housing and Communities**

BUYER ADDRESS **2 Marsham Street, London, SW1P 4DF**

THE SUPPLIER: **Deprivation.Org**

SUPPLIER ADDRESS: **Onward Chambers, 34 Market Street, Hyde, England, SK14 1AH**

REGISTRATION NUMBER: **09203970**

DUNS NUMBER: **220348563**

### APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated 8<sup>th</sup> June 2023  
It's issued under the DPS Contract with the reference number RM6126 Research and Insight DPS for the provision of Updating English Indices of Deprivation (IoD).

### DPS FILTER CATEGORY(IES):

Research Methods for reference, on spatial modelling (under Analysis and Modelling) and quantitative (under Data Collection Method (general)).

## 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)
    - Joint Schedule 12 (Supply Chain Visibility)
  - Order Schedules for **RM6126**
    - 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 14 (Service Levels)
    - 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) **RM6126**
7. Order Schedule 4 (Order Tender)

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

DLUHC reserve the right to proceed with exercisable Option A and exercisable Option B, detailed at 6.7 and 6.8 – Additional Work within Schedule 20 – Order Specification (Statement of Requirements).

The pricing for exercisable Option A can be found at Table A “Additional Work – Option A” within Order Schedule 05 – Pricing Schedule, all associated costs can be found detailed within Table B.

The pricing for exercisable Option B can be found at Table A “Additional Work – Option B – Outputs Group 3” within Order Schedule 05 – Pricing Schedule, all associated costs can be found detailed within Table B.

**Please note though that it is more likely than not that the above is to happen.**

ORDER START DATE: **1<sup>st</sup> July 2023**

ORDER EXPIRY DATE: **March 2026**

ORDER INITIAL PERIOD: **32 Months**

### DELIVERABLES

Option B: See details in Order Schedule 20 (Order Specification)]

**<REDACTED>**

### 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 £200,000

### ORDER CHARGES

The maximum firm price to deliver this project is capped at £499,740 exclusive of VAT. Full details are set out in Order Schedule 5 (Pricing Schedule).

**<REDACTED>**

The Option for additional work for examining deprivation in rural areas will hold a separate cost envelope at a maximum firm price of £99,709 exclusive of VAT and is

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priced at Table C for “Additional Work – Rural Requirement” within Order Schedule 5 – Pricing Schedule.

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.

### REIMBURSABLE EXPENSES

None

### PAYMENT METHOD

BACS / Electronic Invoice.

Invoices must quote the Buyer’s contract number and purchase order number (to be confirmed) along with an appropriate description of work completed and timesheets which have been approved by the Buyer. Failure to do so may result in a delay in payment for which the Buyer cannot be held responsible.

### BUYER’S INVOICE ADDRESS:

Department for Levelling Up, Housing & Communities,  
Invoice Processing team,  
Finance Shared Services Division,  
High Trees,  
Hillfield Road,  
Hemel Hempstead,  
HP2 4XN

Email: [CLGInvoices@communities.gsi.gov.uk](mailto:CLGInvoices@communities.gsi.gov.uk)

### BUYER’S AUTHORISED REPRESENTATIVE

<REDACTED>

Statistician- Analysis and Data

<REDACTED>

Fry Building, 2 Marsham Street, London, SW1P 4DF

### BUYER’S ENVIRONMENTAL POLICY

Available online at:

<https://www.gov.uk/government/collections/greening-government-commitments>

### BUYER’S SECURITY POLICY

Security Requirements are set out in DPS Order Schedule 9.

### SUPPLIER’S AUTHORISED REPRESENTATIVE

<REDACTED>

Director, Deprivation.org

<REDACTED>

Deprivation.org, Recycling Lives Centre, 1a Essex Street, Preston, Lancashire, PR1 1QE.

### SUPPLIER’S CONTRACT MANAGER

RM6126 - Research & Insights DPS

Project Version: v1.0

Model Version: v1.3

**<REDACTED>**

Director, Deprivation.org

**<REDACTED>**

Deprivation.org, Recycling Lives Centre, 1a Essex Street, Preston, Lancashire, PR1 1QE.

#### PROGRESS REPORT FREQUENCY

**The Supplier will provide written progress reports throughout the project. These may be conducted via teleconference, but the expectation is that a fortnightly report, consisting of progress, blockers, risks and lead contact be delivered, via email, each fortnight.**

**Other ad-hoc updates and teleconferences will be conducted as/when required**

#### PROGRESS MEETING FREQUENCY

**Highlighted within Section 7 – Key Deliverables and Milestones (Order Schedule 20 – Specification).**

KEY STAFF (from Deprivation.org)

**<REDACTED>**

Principal Investigator

**<REDACTED>**

Deprivation.org, Recycling Lives Centre, 1a Essex Street, Preston, Lancashire, PR1 1QE.

**<REDACTED>** Advisor to Principal Investigators, and member of Core Index Team

**<REDACTED>**

Deprivation.org, Recycling Lives Centre, 1a Essex Street, Preston, Lancashire, PR1 1QE.

**<REDACTED>**, Deprivation.org

Member of Core Index Team

**<REDACTED>**

Deprivation.org, Recycling Lives Centre, 1a Essex Street, Preston, Lancashire, PR1 1QE.

**<REDACTED>**, Deprivation.org

Member of Core Index Team

**<REDACTED>**

Deprivation.org, Recycling Lives Centre, 1a Essex Street, Preston, Lancashire, PR1 1QE.

Also, please note that other members of the Core Index Team are employed by Oxford Consultants for Social Inclusion (OCSI), including Stefan Noble who is a joint Principal Investigator on this project alongside David McLennan.

## KEY SUBCONTRACTOR(S)

### **Oxford Consultants for Social Inclusion (OCSI) Ltd**

- Address: Brighton Junction 1a Isetta Square, New England Street, Brighton, England, BN1 4GQ.
- Email: <REDACTED>
- Goods/Services to be provided: OCSI, led by <REDACTED>, will play an important role in all parts of the Indices of Deprivation research project. They will contribute to conceptual and methodological developments; take the lead on nominated domains of deprivation; contribute to all tabular and written outputs; lead on the development of web-based visualisation and dissemination tools; and provide project management throughout.

### **University of York**

- Address: Heslington, York, YO10 5DD.
- Email: <REDACTED>
- Goods/Services to be provided: The research team at the University of York, led by <REDACTED>, will take the lead on the technical construction of indicators for the Health Deprivation and Disability Domain. They will also contribute to report writing as necessary.

### **University of Edinburgh**

- Address: Old College, South Bridge, Edinburgh EH8 9YL.
- Email: <REDACTED>
- Goods/Services to be provided: <REDACTED> from the University of Edinburgh will take the lead on the statistical review and will contribute to the production of a 'Draft Review Report' on Indices methods, and further contribute to the written 'Road Map Document'.

### **Queens University Belfast**

- Address: University Rd, Belfast BT7 1NN.
- Email: <REDACTED>
- Goods/Services to be provided: <REDACTED> will provide support to the statistical review; contribute to conceptual and methodological developments; contribute to written outputs; and perform the role of 'independent checker'. Dr Sara Fergusson will provide expert input into the study of rural deprivation, and will contribute to written outputs.

### **Heriot Watt University**

- Address: Campus, The Avenue, Edinburgh EH14 4AS.
- Email: <REDACTED>
- Goods/Services to be provided<REDACTED>will provide the 'Housing affordability' indicator, and will explore the development of other relevant indicators of deprivation.

### **Staffordshire University**

- Address: College Rd, Stoke-on-Trent, ST4 2DE.
- Email: <REDACTED>
- Goods/Services to be provided<REDACTED>will provide the 'Air quality' indicator, and will explore the development of other relevant indicators of deprivation.

### **Building Research Establishment (BRE)**

- Address: Bucknalls Lane, Watford, Herts, WD25 9XX.
- Email: <REDACTED>
- Goods/Services to be provided: BRE will provide the 'Housing in poor condition' indicator.

### **E-AUCTIONS**

Not Applicable

### **COMMERCIALLY SENSITIVE INFORMATION**

See details in Joint Schedule 4 (Commercially Sensitive Information)

<REDACTED>

### **SERVICE CREDITS**

Not Applicable

### **ADDITIONAL INSURANCES**

Not Applicable

### **GUARANTEE**

There's a guarantee of the Supplier's performance provided for all Order Contracts entered under the DPS Contract

### **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)]

<REDACTED>

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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:	Director	Role:	Senior Procurement Advisor
Date:	14/06/2023	Date:	16/06/2023