

DPS Schedule 6 (Order Form Template and Order Schedules)

Order Form

ORDER REFERENCE: **Project 18396**

THE BUYER: **Home Office – Secretary of State for the Home Department**

BUYER ADDRESS: Home Office, 2 Marsham Street, London, SW1P 4DF

THE SUPPLIER: National Centre for Social Research

SUPPLIER ADDRESS: 35 Northampton Square,
London,
EC1V 0AX
United Kingdom

REGISTRATION NUMBER: 04392418

DUNS NUMBER: 424047426

DPS SUPPLIER REGISTRATION SERVICE ID: 1464946190767

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated 30th January 2025. It's issued under the DPS Contract with the reference number RM6126 for the provision of the Move On Evaluation.

DPS FILTER CATEGORY(IES):

Local Government, Asylum / Immigration / Migration, Community cohesion, Diversity, equality and protected characteristics, Human rights, Homelessness, Housing, Social exclusion, Mixed method (qualitative and quantitative), Face-to-face, Online, Case studies, Depth interviews, Focus group discussions, Impact evaluation, Process evaluation, Value-for-money evaluation, Digitally excluded, Civil servants, NGOs (non-governmental organisations), Asylum seekers / refugees, Hidden / hard to reach / socially excluded /

**vulnerable populations, England, Wales, Scotland,
Northern Ireland**

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 **project_18396**
 - 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 9 (Security)
 - 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) 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 SPECIAL TERMS

[None]

ORDER START DATE: **30th January 2025**

ORDER EXPIRY DATE: **31st July 2025**

ORDER INITIAL PERIOD: Six (6) months
Optional extension of 3 months

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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 **<Redacted>**.

ORDER CHARGES

See details in Order Schedule 5 (Pricing Details)

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

Purchase Order and Invoice with payments via BACS. Payment will be aligned to the agreed deliverables and associated timing(s).

The electronic PDF invoice shall be emailed to:

HOSupplierinvoices@homeoffice.gov.uk

BUYER'S INVOICE ADDRESS:

<Redacted>

BUYER'S AUTHORISED REPRESENTATIVE

<Redacted>

BUYER'S ENVIRONMENTAL POLICY

[Environmental Policy](#)

BUYER'S SECURITY POLICY

[Data Security Policy](#)

SUPPLIER'S AUTHORISED REPRESENTATIVE

<Redacted>

PROGRESS REPORT FREQUENCY

<Redacted>

PROGRESS MEETING FREQUENCY

<Redacted>

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KEY STAFF

<Redacted>

KEY SUBCONTRACTOR(S)

<Redacted>

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>	Signature:	<Redacted>
Name:	<Redacted>	Name:	<Redacted>
Role:	Director – Centre for Children and Families	Role:	Commercial Lead
Date:	03/02/2025	Date:	04/02/2025

Annex 1 – Joint Schedules and Order Schedules

Joint Schedules:

<Redacted>

Amended Joint Schedules:

<Redacted>

Order Schedules:

<Redacted>

Amended Order Schedules:

<Redacted>

RM6126 Core Terms

<Redacted>