

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

### Order Form

ORDER REFERENCE: **CH-1756**

THE BUYER: Companies House

BUYER ADDRESS Companies House, Crown Way, Cardiff  
CF14 3UZ

THE SUPPLIER: Thinks Insight and Strategy (Britain Thinks)  
Limited

SUPPLIER ADDRESS: Metherell Gard, Morval, Looe, PL13 1PN

REGISTRATION NUMBER: 07291125

DUNS NUMBER: 21-677-9966

DPS SUPPLIER REGISTRATION SERVICE ID: **DPS158799**

#### APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated 15 September 2025. It's issued under the DPS Contract with the reference number RM6126 for the provision of Research on Perception of CH Reforms

#### DPS FILTER CATEGORY(IES):

**Central Government, Quantitative, Mixed method (qualitative and quantitative), Online, Telephone, CATI (computer assisted telephone interview), Omnibus, Reputation research, Random / stratified random sample, Probability-based sample, Quota-based sample, Companies, Business leaders, Tax-payers, 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) **CH-1756**
3. DPS Special Terms
4. The following Schedules in equal order of precedence:
  - Joint Schedules for **CH-1756**
    - Joint Schedule 2 (Variation Form)
    - Joint Schedule 3 (Insurance Requirements)
    - Joint Schedule 4 (Commercially Sensitive Information)
    - Joint Schedule 10 (Rectification Plan)
    - Joint Schedule 11 (Processing Data)
  - Order Schedules for **CH-1756**
    - Order Schedule 1 (Transparency Reports)
    - Order Schedule 2 (Staff Transfer)
    - Order Schedule 3 (Continuous Improvement)
    - Order Schedule 5 (Pricing Details)
    - Order Schedule 20 (Order Specification)
5. CCS Core Terms (DPS version) v1.0.3
6. Joint Schedule 5 (Corporate Social Responsibility) **CH-1756**
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

The following Special Terms are incorporated into this Order Contract:

### **Special Term 1 – Break Clause (Termination After Survey Wave 1)**

The Authority may, at its sole discretion, terminate this agreement after Survey Wave 1, and prior to the commencement of Survey Wave 2, subject to the following conditions:

- Written notice of termination must be provided by the Authority on or before 31 December 2025
- For the purposes of this clause, “after Survey Wave 1, and prior to the commencement of Survey Wave 2” is defined as per the Deadlines listed in DELIVERABLES of this Order Form. “After Survey Wave 1” is defined as the “Deadline” for “Milestone 1.2” as per DELIVERABLES of this Order Form.
- The supplier must limit costs incurred specific to Survey Wave 2 until after 31 December 2025 has passed, without termination.
- No compensation shall be payable for any loss of anticipated profits, loss of opportunity, or any consequential or indirect loss arising from such termination.

ORDER START DATE: **23 September 2025**

ORDER EXPIRY DATE: **31 March 2026**

ORDER INITIAL PERIOD: **6 Months**

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

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**DELIVERABLES**

See details in Order Schedule 20 (Order Specification)

Please note that the Milestone Deadlines have been varied as follows from Order Schedule 20 (Order Specification):

This table of Deadlines takes precedence over Order Schedule 20 (Order Specification).

<b>Milestone Reference</b>	<b>Milestone Short Description</b>	<b>Description</b>	<b>Deadline</b>
1.1	Survey Field Work	Services up to and including Survey Design, Participant Recruitment and Survey Field Work	Redacted in accordance with Section 43 FOIA – Commercial Interests Exemption
1.2	Presentation to CH Representatives	Services up to and including analysis, report and presentation	Redacted in accordance with Section 43 FOIA – Commercial Interests Exemption
2.1	Survey Field Work	Services up to and including Survey Design, Participant Recruitment and Survey Field Work	Redacted in accordance with Section 43 FOIA – Commercial Interests Exemption
2.2	Presentation to CH Representatives	Services up to and including analysis, comparisons to Wave 1, report and presentation.	Redacted in accordance with Section 43 FOIA – Commercial Interests Exemption

**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 in accordance with Section 43 FOIA – Commercial Interests Exemption**

**ORDER CHARGES**

**See details in Order Schedule 5 (Pricing Details) and below at PAYMENT METHOD.**

**REIMBURSABLE EXPENSES**

**None**

**PAYMENT METHOD**

The supplier may invoice upon completion of each Milestone, detailed below.

Invoices should be emailed to [accountspayable@companieshouse.gov.uk](mailto:accountspayable@companieshouse.gov.uk) with a valid Purchase Order number.

Companies House will pay all undisputed and valid invoices by BACS within 30 days of receipt.

<b>Milestone Reference</b>	<b>Milestone Short Description</b>	<b>Description</b>	<b>Milestone Payment</b>
1.1	Survey Field Work	Services up to and including Survey Design, Participant Recruitment and Survey Field Work	<b>Redacted in accordance with Section 43 FOIA – Commercial Interests Exemption</b>
1.2	Presentation to CH Representatives	Services up to and including analysis, report and presentation	<b>Redacted in accordance with Section 43 FOIA – Commercial Interests Exemption</b>
2.1	Survey Field Work	Services up to and including Survey Design, Participant Recruitment and Survey Field Work	<b>Redacted in accordance with Section 43 FOIA – Commercial Interests Exemption</b>

2.2	Presentation to CH Representatives	Services up to and including analysis, comparisons to Wave 1, report and presentation.	Redacted in accordance with Section 43 FOIA – Commercial Interests Exemption
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**BUYER'S INVOICE ADDRESS:**

accountspayable@companieshouse.gov.uk

**Accounts Payable, Companies House, Crown Way, Cardiff CF14 3UZ**

**BUYER'S AUTHORISED REPRESENTATIVE**

Redacted Under FOIA Section 40, Personal Information

**BUYER'S ENVIRONMENTAL POLICY**

**Available on request**

**BUYER'S SECURITY POLICY**

**Available on request**

**SUPPLIER'S AUTHORISED REPRESENTATIVE**

Redacted Under FOIA Section 40, Personal Information

**SUPPLIER'S CONTRACT MANAGER**

Redacted Under FOIA Section 40, Personal Information

**PROGRESS REPORT FREQUENCY**

**Weekly, or on request from the Buyer**

**PROGRESS MEETING FREQUENCY**

**Weekly, or on request from the Buyer**

**KEY STAFF**

Redacted Under FOIA Section 40, Personal Information

**KEY SUBCONTRACTOR(S)**

Redacted in accordance with Section 43 FOIA – Commercial Interests Exemption

**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**

Not Applicable

<b>For and on behalf of the Supplier:</b>			
Signature:		Signature:	
Name:		Name:	
Role:		Role:	
Date:		Date:	

<b>For and on behalf of the Buyer:</b>			
Signature:		Signature:	
Name:		Name:	
Role:		Role:	
Date:		Date:	