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

**Order Form**

**ORDER REFERENCE:** CCZZ22A16

**THE BUYER:**  Cabinet Office

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

**THE SUPPLIER:** CM Monitor (Britain Thinks) Ltd

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

**REGISTRATION NUMBER:** 07291125

**DUNS NUMBER:** 216779966

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

**APPLICABLE DPS CONTRACT**

This Order Form is for the provision of the Deliverables and dated 17 November 2022.

It’s issued under the DPS Contract RM6126 with the reference number CCZZ22A16 - The provision of Policy Research.

**DPS FILTER CATEGORY(IES):**

Not applicable

**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 7 (Financial Difficulties)
	+ Joint Schedule 10 (Rectification Plan)
	+ Joint Schedule 11 (Processing Data)
* 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 20 (Order Specification)
1. CCS Core Terms (DPS version) v1.0.3
2. Joint Schedule 5 (Corporate Social Responsibility) RM6126
3. 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**

The following Special Terms are incorporated into this Order Contract:

None

**ORDER START DATE**: Thursday 1 December 2022

**ORDER EXPIRY DATE:** Thursday 30 November 2023

**ORDER INITIAL PERIOD**: One (1) Year, with the option to extend one (1) further year. The extension must not surpass Friday 29 November 2024.

**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£400,000.00 ex VAT.

**ORDER CHARGES**

See details in Order Schedule 5 (Pricing Details)

**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 and associated costs.

Payments will be made on a project by project basis, following confirmation of deliverables.

All invoices need to include a valid Purchase Order number, as provided by the Buyer.

**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**

Not applicable

**BUYER’S SECURITY POLICY**

Not applicable

**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**

To be agreed with Supplier for each call-off brief delivered under this contract.

**PROGRESS MEETING FREQUENCY**

Monthly – dates to be agreed with Supplier on appointment.

**KEY SUPPLIER STAFF**

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

**KEY SUBCONTRACTORS**

**REDACTED TEXT under FOIA Section 43 Commercial Interests**

**E-AUCTIONS**

Not Applicable

**COMMERCIALLY SENSITIVE INFORMATION**

Not applicable

**SERVICE CREDITS**

Not applicable

**ADDITIONAL INSURANCES**

Not applicable

**GUARANTEE**

Not applicable

**SOCIAL VALUE COMMITMENT**

Not applicable

|  |  |
| --- | --- |
| **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: | 22.11.22 | Date: | 29 November 2022 |