

DPS Schedule 6 (Order Form Template and Order Schedules)

Order Form

ORDER REFERENCE: **C24727**

THE BUYER: **The Secretary of State for the Home Department**

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

THE SUPPLIER: **IFF Research**

SUPPLIER ADDRESS: **5th Floor, St. Magnus House, 3 Lower Thames Street, London EC3R 6HD**

REGISTRATION NUMBER: **00849983**

DUNS NUMBER: **211574041**

DPS SUPPLIER REGISTRATION SERVICE ID: **SQ-BK6S9Z6**

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated 19th June, 2023
It's issued under the DPS Contract with the reference number **[RM6126 DPS Contract Reference number]** for the provision of Sponsored Visa 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** DPS Contract reference number]
3. DPS Special Terms
4. The following Schedules in equal order of precedence:
 - Joint Schedules for **RM6126** [DPS reference number]
 - 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 **C24727**
 - 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 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** DPS Contract reference number]

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: **19th June, 2023**

ORDER EXPIRY DATE: **18th June, 2025**

ORDER INITIAL PERIOD: **1 year**

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DELIVERABLES

Option B: 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 **£175,000** Estimated Charges in the first 12 months of the Contract. The Buyer must always provide a figure here]

ORDER CHARGES

Option B: See details in Order Schedule 5 (Pricing Details)

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

Payment will be made as laid out in the Statement or Works.

- 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 the associated costs.
- Invoices should be emailed to [REDACTED]

BUYER'S INVOICE ADDRESS:

**Accounts Payable
Home Office
HO Box 5015
Phoenix House
Newport
NP10 8FZ
United Kingdom**

BUYER'S AUTHORISED REPRESENTATIVE

[REDACTED]
[REDACTED]
[REDACTED]

BUYER'S ENVIRONMENTAL POLICY

Not applicable

BUYER'S SECURITY POLICY

RM6126 - Research & Insights DPS
Project Version: v1.0
Model Version: v1.3

Security Standards for Supplier

Home Office Digital Strategy:

- <https://www.gov.uk/government/publications/home-office-digital-strategy/home-office-digital-strategy>

Home Office Technology Strategy:

- <https://www.gov.uk/government/publications/home-office-technology-strategy/home-office-technology-strategy>

Government Service Design Manual:

- <https://www.gov.uk/service-manual/browse>

HMG Security Policy Framework:

- <https://www.gov.uk/government/publications/security-policy-framework>

HMG Security Policy framework

- <https://www.gov.uk/government/publications/security-policy-framework>

Government Minimum Cyber Security Standard

- www.gov.uk/government/publications/the-minimum-cyber-security-standard

HMG Baseline Personnel Security Standard

- <https://www.gov.uk/government/publications/government-baseline-personnel-security-standard>

NCSC "Security Design Principles for Digital Services"

- <https://www.ncsc.gov.uk/guidance/security-design-principles-digital-services-main>

NCSC "Bulk Data Principles"

- <https://www.ncsc.gov.uk/guidance/protecting-bulk-personal-data-main>

NCSC "Cloud Security Principles"

- <https://www.ncsc.gov.uk/guidance/implementing-cloud-security-principles>

NCSC End User Device Security guidance

- <https://www.ncsc.gov.uk/collection/end-user-device-security>.

SUPPLIER'S AUTHORISED REPRESENTATIVE

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

SUPPLIER'S CONTRACT MANAGER

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

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]
[REDACTED]
[REDACTED]
[REDACTED]

Malina Cojocar

[REDACTED]
[REDACTED]
[REDACTED]

KEY SUBCONTRACTOR(S)

Not applicable

E-AUCTIONS

Not applicable

COMMERCIALLY SENSITIVE INFORMATION

Not applicable

SERVICE CREDITS

Not applicable

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ADDITIONAL INSURANCES

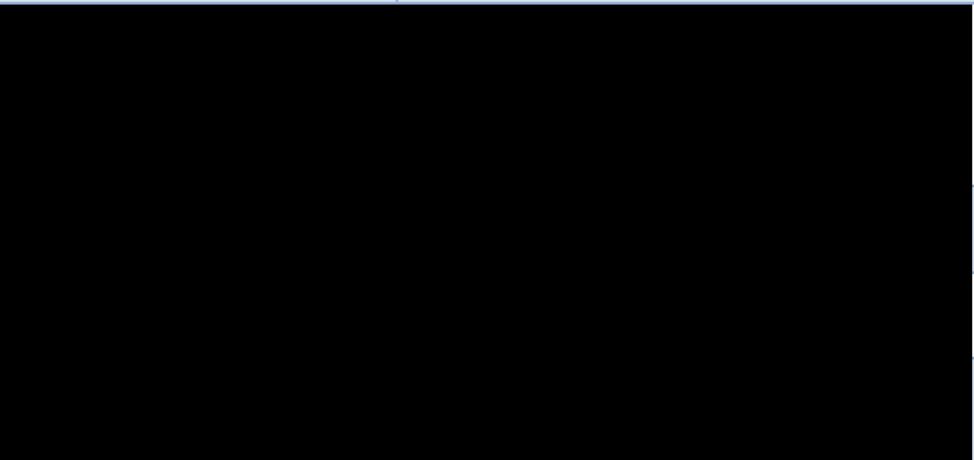
Not applicable

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:			
Name:			
Role:			
Date:			