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

# **Order Form**

ORDER REFERENCE: TFTS3014

THE BUYER: Department for Transport

BUYER ADDRESS: Great Minster House, 33 Horseferry Road

London, SW1P 4DR

THE SUPPLIER: Ricardo AEA Limited

SUPPLIER ADDRESS: Gemini Building

Fermi Avenue

Harwell OX11

**REGISTRATION NUMBER:** 

**DUNS NUMBER:** 

**DPS SUPPLIER REGISTRATION SERVICE ID:** 

# APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated 10/03/25. It's issued under the DPS Contract with the reference number RM6322 - Fund Administration & Disbursement Services DPS (FAADS) for the provision of Advanced Fuels Fund Delivery Partner FY25/26.

# **DPS FILTER CATEGORY(IES):**

Not applicable

TFTS3014 - Advanced Fuels Fund FY25/26

#### 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:

- This Order Form including the Order Special Terms and Order Special Schedules.
- 2. Joint Schedule 1(Definitions) RM6322
- 3. DPS Special Terms
- 4. The following Schedules in equal order of precedence:
  - Joint Schedules for RM6322
    - Joint Schedule 2 (Variation Form)
    - o Joint Schedule 3 (Insurance Requirements)
    - o Joint Schedule 4 (Commercially Sensitive Information)
    - Joint Schedule 10 (Rectification Plan)
    - Joint Schedule 11 (Processing Data)
  - Order Schedules for TFTS3014
    - Order Schedule 1 (Transparency Reports)
    - o Order Schedule 2 (Staff Transfer)
    - Order Schedule 3 (Continuous Improvement)
    - o Order Schedule 9 (Security)-Short From
    - Order Schedule 10 (Exit Management)
    - o CCS Core Terms (DPS version) v1.0.3
- 5. Joint Schedule 5 (Corporate Social Responsibility) RM6322

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 START DATE: 01/04/2025

ORDER EXPIRY DATE: 30/06/2026

ORDER INITIAL PERIOD: 15 Months

OPTIONAL EXTENSION PERIOD: 6 Months

# **DELIVERABLES**

Outlined within the Statement of Requirement at Annex A.

TFTS3014 - Advanced Fuels Fund FY25/26



The Estimated Year 1 Charges used to calculate liability in the first Contract Year is £350,000.00

#### REIMBURSABLE EXPENSES

Not Applicable

# **PAYMENT METHOD**

Electronic Payment. Payment can only be made following satisfactory delivery of pre-agreed deliverables.

### **BUYER'S INVOICE ADDRESS:**

SSa.invoice@Ubusinessservices.co.uk

Unity Business Services (UBS)

5 Sandringham Park

Swansea Vale

Swansea

SA7 0EA



### **BUYER'S ENVIRONMENTAL POLICY**



DfT Corporate Environmental Policy.

### **BUYER'S SECURITY POLICY**



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### PROGRESS REPORT FREQUENCY

Monthly

### PROGRESS MEETING FREQUENCY

Weekly

#### **KEY STAFF**

As outlined in the Supplier's Proposal at Annex B.

# **KEY SUBCONTRACTOR(S)**

ERM

Environmental Resources Management Ltd Exchequer court, 33 St Mary Axe, London EC3A 8AA.

# **E-AUCTIONS**

Not applicable

# COMMERCIALLY SENSITIVE INFORMATION



### SERVICE CREDITS

Not applicable

# **ADDITIONAL INSURANCES**

Not applicable

# **GUARANTEE**

Not applicable

# OFFICIAL-SENSITIVE - DFT GROUP USE ONLY

# TFTS3014 - Advanced Fuels Fund FY25/26

