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

**Order Form**

ORDER REFERENCE: CCZZ24A16

THE BUYER: UK Covid-19 Public Inquiry C/O Cabinet Office

BUYER ADDRESS UK Covid-19 Public Inquiry

C/O

Cabinet Office

70 Whitehall

London

SW1A 2AS

United Kingdom

THE SUPPLIER: Centre for Strategy & Evaluation Services LLP

SUPPLIER ADDRESS: Swerford House

148 Beaumont Road

Birmingham

B30 1NY

REGISTRATION NUMBER: OC309369

DUNS NUMBER: 233766760

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated 7th February 2025 at Contract Award.

It’s issued under the DPS Contract with the reference number RM6126 – Research & Insights for the provision of UK Covid-19 Inquiry Research: Pandemic mental health evidence review.

DPS FILTER CATEGORY(IES):

Subject Area: Mental health

Research Methods: Systematic review; Meta-analysis

Research location: UK

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 Research & Insights
3. DPS Special Terms
4. The following Schedules in equal order of precedence:

* Joint Schedules for CCZZ24A16 (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)
  + Joint Schedule 12 (Supply Chain Visibility)
* DPS Order Schedules for CCZZ24A16 (RM6126)

* + DPS Order Schedule 1 (Transparency Reports)
  + DPS Order Schedule 2 (Staff Transfer)
  + DPS Order Schedule 3 (Continuous Improvement)
  + DPS Order Schedule 5 (Pricing Details)
  + DPS Order Schedule 7 (Key Supplier Staff)
  + DPS Order Schedule 8 (Business Continuity and Disaster Recovery)
  + DPS Order Schedule 9 Security Management (Short Form)
  + DPS Order Schedule 10 (Exit Management)
  + DPS Order Schedule 14 (Service Levels)
  + DPS Order Schedule 15 (Order Contract Management)
  + DPS Order Schedule 16 (Benchmarking)
  + DPS Order Schedule 20 (Order Specification)

1. CCS Core Terms (DPS version) v1.0.3
2. Joint Schedule 5 (Corporate Social Responsibility) RM6126 Research & Insights
3. DPS 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:

RM6126 DPS Order Schedule 9 - Security, will be replaced by Order Schedule 9 - Security Management (Short Form).

ORDER START DATE: 11 February 2025

ORDER EXPIRY DATE: 07 October 2025

ORDER INITIAL PERIOD: Eight (8) months

DELIVERABLES

See details in DPS 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£66,000.00 (ex VAT)

ORDER CHARGES

See details in DPS Order Schedule 5 (Pricing Details)

REIMBURSABLE EXPENSES

Permitted in line with Inquiry expenses policy, which can be made available on request

PAYMENT METHOD

PO number / Invoice via Bacs

BUYER’S INVOICE ADDRESS:

**Redacted - under FOIA section 43, Commercial Interests**

BUYER’S AUTHORISED REPRESENTATIVE

**Redacted under FOIA section 40, Personal Information**

BUYER’S ENVIRONMENTAL POLICY

Cabinet Office environmental policy statement, available online at: <https://www.gov.uk/government/publications/cabinet-office-environmental-policy-statement/cabinet-office-environmental-policy-statement>

BUYER’S SECURITY POLICY

Please see Order Schedule 9 - Security Management (Short Form)

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 reports

PROGRESS MEETING FREQUENCY

Weekly meeting

KEY STAFF

**Redacted under FOIA section 40, Personal Information**

KEY SUBCONTRACTOR(S)

Expert 1**: Redacted under FOIA section 40, Personal Information**

Expert 2**: Redacted under FOIA section 40, Personal Information**

Expert 3**: Redacted under FOIA section 40, Personal Information**

Role: Subject Matter Experts

E-AUCTIONS

Not applicable

COMMERCIALLY SENSITIVE INFORMATION

Tender documents – Technical and Commercial Bids

Details in Joint Schedule 4 (Commercially Sensitive Information)

SERVICE CREDITS

Service Credits will accrue in accordance with DPS Order Schedule 14 (Service Levels).

ADDITIONAL INSURANCES

Details of Additional Insurances required in accordance with Joint Schedule 3 (Insurance Requirements)

SOCIAL VALUE COMMITMENT

Not applicable

| **For and on behalf of the Supplier:** | | **For and on behalf of the Buyer:** | |
| --- | --- | --- | --- |
| Signature: | Redacted under FOIA section 40, Personal Information | Signature: | Redacted under FOIA section 40, Personal Information |
| Name: | Redacted under FOIA section 40, Personal Information | Name: | Redacted under FOIA section 40, Personal Information |
| Role: | Partner | Role: | Commercial Lead |
| Date: | 10/02/2025 | Date: | 11/02/2025 |