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

**Order Form**

ORDER REFERENCE: **TTDC3029**

THE BUYER: **Department for Transport**

BUYER ADDRESS **Great Minster House, 33 Horseferry Road, London, SW1P 4DR**

THE SUPPLIER: **RICARDO-AEA LIMITED**

SUPPLIER ADDRESS: **Shoreham Technical Centre, Old Shoreham Road, Shoreham-by-Sea, West Sussex, BN43 5FG**

REGISTRATION NUMBER: **08229264**

DUNS NUMBER: **21-860-6679**

DPS SUPPLIER REGISTRATION SERVICE ID: **2008821**

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated **09/01/2024**.

It’s issued under the DPS Contract with the reference number **RM6126 Research & Insights**, for the provision of **Heavy-Duty Vehicle Cost and Fuel Efficiency Evidence Base**.

DPS FILTER CATEGORY(IES):

**N/A**

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 6 (Key Subcontractors)
  + 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 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:

**Special term 1:** XX

**Special term 2**: XX

**Special term 3:** XX

ORDER START DATE: **9th January 2024**

ORDER EXPIRY DATE: **13th May 2024**

ORDER INITIAL PERIOD: **18 Weeks**

**DELIVERABLES**

See further 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 **£95,950**

**ORDER CHARGES**

Total maximum contract value is **£95,950 excluding VAT.**

Cost to be broken down based off contract deliverables, see below table and is not guaranteed.

XX

**REIMBURSABLE EXPENSES**

None

**PAYMENT METHOD**

A valid Purchase Order is to be raised by the Buyer upon Contract Award and payment will be made according to staged invoices referencing the Purchase Order number and providing a clear breakdown of the work completed. These invoices will be issued in accordance with the following milestone delivery plan. Payment will only be made if the Deliverables are accepted by the Buyer’s Contract Manager.

* Milestone 1: 40% of the total Order Charges following submission of the model template
* Milestone 2: 30% of the total Order Charges following delivery of the preliminary model
* Milestone 3: 20% of the total Order Charges following submission of the near final model and draft final report

**For the avoidance of doubt, it is expected that Milestone 3 will be completed by 29th March 2024**

* Milestone 4: 10% of the total Order Charges on acceptance of the final report

**BUYER’S INVOICE ADDRESS:**

DFT Shared Services Centre

5 Sandringham Park

Swansea

SA7 0EA.

Or via email: [SSa.invoice@sharedservicesarvato.co.uk](mailto:SSa.invoice@sharedservicesarvato.co.uk)

**BUYER’S AUTHORISED REPRESENTATIVE**

XX

**BUYER’S CONTRACT MANAGER**

XX

**BUYER’S ENVIRONMENTAL POLICY**



**BUYER’S SECURITY POLICY**

N/A

**SUPPLIER’S AUTHORISED REPRESENTATIVE**

XX

**SUPPLIER’S CONTRACT MANAGER**

XX

**PROGRESS REPORT FREQUENCY**

Weekly

**PROGRESS MEETING FREQUENCY**

Weekly

**KEY STAFF**

XX

**KEY SUBCONTRACTOR(S)**

Technische Universität Graz

XX

**E-AUCTIONS**

N/A

**COMMERCIALLY SENSITIVE INFORMATION**

**Supplier’s Commercially Sensitive Information which will include**:

XX

**Buyer’s Commercially Sensitive Information which may include**:

XX

**SERVICE CREDITS**

N/A

**ADDITIONAL INSURANCES**

N/A

**GUARANTEE**

N/A

**SOCIAL VALUE COMMITMENT**

N/A

|  |  |  |  |
| --- | --- | --- | --- |
| **For and on behalf of the Supplier:** | | **For and on behalf of the Buyer:** | |
| Signature: | XX | Signature: | XX |
| Name: | XX | Name: | XX |
| Role: | Commercial Manager | Role: | Commercial Relationship Manager |
| Date: | 10th January 2024 | Date: | 10th January 2024 |