

DPS Schedule 6 (Order Form Template and Order Schedules)

Order Form

ORDER REFERENCE: **TANL3033 (formally TTDC3036)**

THE BUYER: **Department for Transport**

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

THE SUPPLIER: **IPSOS (MARKET RESEARCH) LTD**

SUPPLIER ADDRESS: **3 Thomas More Square, London, E1W 1YW**

REGISTRATION NUMBER: **00948470**

DUNS NUMBER: **22-725-7185**

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

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated **5th June 2024**
It's issued under the DPS Contract with the reference number RM6126 for the
provision of **EV Driver Tracking Research**.

DPS FILTER CATEGORY(IES):
N/A

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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 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 8 (Business Continuity and Disaster Recovery)
 - Order Schedule 9 (Security)
 - Order Schedule 10 (Exit Management)
 - Order Schedule 20 (Order Specification)
5. CCS Core Terms (DPS version) v1.0.3
6. Joint Schedule 5 (Corporate Social Responsibility) **RM6126**
7. [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:

N/A

ORDER START DATE: **25th June 2024**

ORDER EXPIRY DATE: **24th June 2025**

ORDER INITIAL PERIOD: **12 Months**

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OPTIONAL EXTENSION PERIOD: 12 monthly increments reviewed on an annual basis for a total of up to 3 years.

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 **£105,000.00**

ORDER CHARGES

Total fixed charge deliverables

REDACTED

Rate Card to calculate any ad hoc work not specified within the scope and above fixed deliverable table.

REDACTED

The total contract value is **£400,000.00**. This value cannot be exceeded without prior written approval from the Authority.

REIMBURSABLE EXPENSES

N/A

PAYMENT METHOD

The project will be paid for in arrears via instalments after signing off the summary report. The Supplier must provide an invoice showing the pre-agreed cost for services undertaken.

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. The invoiced value of each project must not exceed the maximum cost as set out in the proposal and would not normally be expected to exceed the estimated cost.

Invoices **MUST** state a relevant Purchase Order Number and be sent to the address shown below.

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BUYER'S INVOICE ADDRESS:

REDACTED

BUYER'S AUTHORISED REPRESENTATIVE

REDACTED

BUYER'S CONTRACT MANAGER

REDACTED

BUYER'S ENVIRONMENTAL POLICY

N/A

BUYER'S SECURITY POLICY

N/A

SUPPLIER'S AUTHORISED REPRESENTATIVE

REDACTED

SUPPLIER'S CONTRACT MANAGER

REDACTED

PROGRESS REPORT FREQUENCY

Frequency to be determined during contract inception. Expected to be no less than once a fortnight.

PROGRESS MEETING FREQUENCY

Frequency to be determined during contract inception. Expected to be no less than once a fortnight.

KEY STAFF

REDACTED

KEY SUBCONTRACTOR(S)

REDACTED

E-AUCTIONS

N/A

COMMERCIALLY SENSITIVE INFORMATION

N/A

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SERVICE CREDITS

N/A

ADDITIONAL INSURANCES

N/A

GUARANTEE

N/A

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 set out in their proposal found in Order Schedule 4 (Order Tender).

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	REDACTED	Signature:	REDACTED
Name:	REDACTED	Name:	REDACTED
Role:	Research Director	Role:	Commercial Relationship Advisor
Date:	24.06.2024	Date:	24/06/2024