

DPS Schedule 6 (Order Form Template and Order Schedules)

Order Form

ORDER REFERENCE: **C20192**

THE BUYER:

BUYER ADDRESS 2 Marsham Street, London, SW1P 4DF

THE SUPPLIER: Market & Opinion Research International Limited

SUPPLIER ADDRESS: Ipsos UK, 3 Thomas More Square, E1W 1YW

REGISTRATION NUMBER: 948470

DUNS NUMBER: 227257185

DPS SUPPLIER REGISTRATION SERVICE ID: 1077432

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated 5th April 2022.

It's issued under the DPS Contract with the reference number C20192 for the provision of an evaluation of the Channel Programme.

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
3. DPS Special Terms
4. The following Schedules in equal order of precedence:
 - Joint Schedules for **C20192**
 - 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 **C20192**
 - Order Schedule 3 (Continuous Improvement)
 - Order Schedule 5 (Pricing Details)
 - Order Schedule 7 (Key Supplier Staff)
 - Order Schedule 8 (Business Continuity and Disaster Recovery)
 - Order Schedule 14 (Service Levels)
 - Order Schedule 15 (Order Contract Management)
 - Order Schedule 20 (Order Specification)
5. CCS Core Terms (DPS version) v1.0.3

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: 9 January 2023

ORDER EXPIRY DATE: 31st March 2025

ORDER INITIAL PERIOD: 2 years and 2 months

DELIVERABLES

As per specification at Schedule 20

MAXIMUM LIABILITY

The limitation of liability for this Order Contract is stated in Clause 11.2 of the Core Terms.

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ORDER CHARGES

As per Schedule 5

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

- All invoices must be sent, quoting a valid purchase order number (PO Number), to:
HOSupplierinvoices@homeoffice.gov.uk. If you are unable to submit invoices by email, please send them via post to:

Accounts Payable
Home Office
Shared Service Centre
Phoenix House
Celtic Springs Business Park
Newport NP10 8FZ

- Within 10 working days of receipt of your countersigned copy of this Order, we will send you a unique PO Number. You must be in receipt of a valid PO Number before submitting an invoice.
- To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, PO Number item number (if applicable) and the details (name and telephone number) of your Buyer contact (i.e. Contract Manager). Non-compliant invoices will be sent back to you, which may lead to a delay in payment. If you have a query regarding an outstanding payment please contact our Accounts Payable section either by email to **Finance-ap-enquiries@homeoffice.gov.uk** or by telephone **0345 0100125** between 09:00-17:00 Monday to Friday.

BUYER'S INVOICE ADDRESS:

Accounts Payable
Home Office
Shared Service Centre
Phoenix House
Celtic Springs Business Park
Newport NP10 8FZ

BUYER'S AUTHORISED REPRESENTATIVE

2 Marsham Street, London, SW1P 4DF

SUPPLIER'S AUTHORISED REPRESENTATIVE

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

SUPPLIER'S CONTRACT MANAGER

PROGRESS REPORT FREQUENCY

As per specification, order schedule 20

PROGRESS MEETING FREQUENCY

As per specification, order schedule 20

KEY STAFF

KEY SUBCONTRACTOR(S)

UCL Consultants Ltd
90 Tottenham Court Road,
London
W1T 4TJ

COMMERCIALLY SENSITIVE INFORMATION

Not Applicable

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

Not applicable

GUARANTEE

Not applicable

SOCIAL VALUE COMMITMENT

Not applicable

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For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:		Signature:	
Name:		Name:	
Role:		Role:	
Date:	9 th January 2023	Date:	10 th January 2023