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

**Order Form**

ORDER REFERENCE: CCZZ23A27

THE BUYER: Cabinet Office

BUYER ADDRESS REDACTED TEXT under FOIA Section 40,

Personal Information

THE SUPPLIER: Signal Media Ltd

SUPPLIER ADDRESS:REDACTED TEXT under FOIA Section 40,

Personal Information

REGISTRATION NUMBER:REDACTED TEXT under FOIA Section 40,

Personal Information

DUNS NUMBER: REDACTED TEXT under FOIA Section 40,

Personal Information

DPS SUPPLIER REGISTRATION SERVICE ID: REDACTED TEXT under FOIA Section 40,

Personal Information

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated 15/12/2023

It’s issued under the DPS Contract with the reference number CCZZ23A27 for the Provision of Media Analysis for Cabinet Office.

DPS FILTER CATEGORY(IES):

RM6126 (Research & Insights) > Media Monitoring

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 includes the Order Special Terms and Order Special Schedules.
2. Joint Schedule 1(Definitions and Interpretation) CCZZ23A27
3. DPS Special Terms
4. The following Schedules are in equal order of precedence:
* Joint Schedules for **RM6126**
	+ Joint Schedule 1 (Definitions)
	+ 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 **CCZZ23A27**
	+ Order Schedule 1 (Transparency Reports)
	+ Order Schedule 2 (Staff Transfer)
	+ 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 9 (Security)
	+ Order Schedule 10 (Exit Management)
	+ Order Schedule 14 (Service Levels)
	+ Order Schedule 15 (Order Contract Management)
	+ Order Schedule 20 (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:

None

ORDER START DATE: **[TBC at Award]**

ORDER EXPIRY DATE: **[TBC at Award]**

ORDER INITIAL PERIOD: Twelve (12) months with an option to extend up to two (2) periods of twelve (12) months

DELIVERABLES

Final confirmation of the Statement of Requirement will be included at the contract award in Schedule 20 (Specification).

Please see Attachment 3 - Statement of Requirement as part of the bid pack.

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£100,000

ORDER CHARGES

See details in Order Schedule 5 (Pricing Details)

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

via Bank Transfer (BACS)

BUYER’S INVOICE ADDRESS:

REDACTED TEXT under FOIA Section 40,

Personal Information

BUYER’S AUTHORISED REPRESENTATIVE

REDACTED TEXT under FOIA Section 40,

Personal Information

BUYER’S ENVIRONMENTAL POLICY

Available online at: <https://www.gov.uk/government/publications/cabinet-office-environmental-policy-statement/cabinet-office-environmental-policy-statement>

The Buyer will provide a copy of its environmental policy to the Supplier on request, which the Supplier will comply with.

The Supplier must provide reasonable support to enable Buyers to work in an environmentally friendly way, for example by helping them recycle or lower their carbon footprint.

BUYER’S SECURITY POLICY

Available upon request. For this contract, we require the supplier to provide security-cleared (SC) staff to deliver the services.

SUPPLIER’S AUTHORISED REPRESENTATIVE

REDACTED TEXT under FOIA Section 40,

Personal Information

SUPPLIER’S CONTRACT MANAGER

REDACTED TEXT under FOIA Section 40,

Personal Information

PROGRESS REPORT FREQUENCY

Quarterly

PROGRESS MEETING FREQUENCY

Quarterly

KEY STAFF

REDACTED TEXT under FOIA Section 40,

Personal Information

KEY SUBCONTRACTOR(S)

NAME: A Data Pro

REDACTED TEXT under FOIA Section 40,

Personal Information

Good/Services: Strategic Insights Provider

Role: To deliver Human Curated Services, based in Signal AI Data on monthly reports.

E-AUCTIONS

Not applicable

COMMERCIALLY SENSITIVE INFORMATION

Joint Schedule 4 will apply

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

Not applicable

GUARANTEE

Not applicable

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 in Order Schedule 4 (Order Tender)

|  |  |
| --- | --- |
| **For and on behalf of the Supplier:** | **For and on behalf of the Buyer:** |
| Signature: | REDACTED TEXT under FOIA Section 40,Personal Information | Signature: | REDACTED TEXT under FOIA Section 40,Personal Information |
| Name: | REDACTED TEXT under FOIA Section 40,Personal Information | Name: | REDACTED TEXT under FOIA Section 40,Personal Information |
| Role: | REDACTED TEXT under FOIA Section 40,Personal Information | Role: | REDACTED TEXT under FOIA Section 40,Personal Information |
| Date: |  | Date: |  |