

DPS Schedule 6 (Order Form Template and Order Schedules)

Order Form

ORDER REFERENCE: **TTDC0008**

THE BUYER: **Department for Transport**

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

THE SUPPLIER: **ICF CONSULTING SERVICES LIMITED**

SUPPLIER ADDRESS: **Riverscape, 10 Queen Street Place, LONDON,
EC4R 1BE**

REGISTRATION NUMBER: **4161656**

DUNS NUMBER: **22-142-8324**

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

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated **11/12/2023**.
It's issued under the DPS Contract with the reference number RM6126 Research & Insights, for the provision of **Rapid Charging Fund (RCF) Evaluation**.

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 4 (Commercial 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 3 (Continuous Improvement)
 - 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:

[None]

ORDER START DATE: **8th January 2024**

ORDER EXPIRY DATE: **7th January 2026**

ORDER INITIAL PERIOD: **2 years (24 months)**

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 **£75,000.00**

ORDER CHARGES

Charges relating to fixed rate deliverables.

REDACTED

Rate card supplier will follow for any ad-hoc work as well as to price up the proposal for phase 2 evaluation activities.

REDACTED

Maximum contract value **£150,000.00**.

There is no guarantee that the Authority will spend the maximum value.

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

On award of the contract, the Department expects to be provided with a profile of how we will be invoiced (also referred to as the payment schedule). This should include amounts for each of the agreed outputs (broken down by staff time and other costs incurred), including a breakdown of VAT if applicable, and also dates when invoices will be submitted linked to key project milestones. The project should be delivered on a fixed-price basis.

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.

To assist with the payment process draft invoices should first be submitted by e-mail to the DfT project manager. Once the draft invoice has been agreed a DfT 'Goods Received Notice' (GRN) will be produced and the DfT will then confirm that the invoice may be submitted for payment.

BUYER'S INVOICE ADDRESS:

Department for Transport
REDACTED

Or via email: **REDACTED**

BUYER'S AUTHORISED REPRESENTATIVE
REDACTED

BUYERS CONTRACT MANAGER
REDACTED

BUYER'S ENVIRONMENTAL POLICY



DfT Corporate
Environmental Policy

BUYER'S SECURITY POLICY
N/A

SUPPLIER'S AUTHORISED REPRESENTATIVE
REDACTED

SUPPLIER'S CONTRACT MANAGER
REDACTED

PROGRESS REPORT FREQUENCY
To be agreed upon at inception meeting but expected to be Weekly.

PROGRESS MEETING FREQUENCY
To be agreed upon at inception meeting but expected to be Weekly.

KEY STAFF
REDACTED

KEY SUBCONTRACTOR(S)
LCP Delta
95 Wigmore Street, London W1U 1DQ

E-AUCTIONS
N/A

COMMERCIALLY SENSITIVE INFORMATION (CSI)

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See attached Joint Schedule 4 (Commercial Sensitive Information)

SERVICE CREDITS

N/A

ADDITIONAL INSURANCES

N/A

GUARANTEE

N/A

SOCIAL VALUE COMMITMENT

None

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	REDACTED	Signature:	REDACTED
Name:	REDACTED	Name:	REDACTED
Role:	REDACTED	Role:	REDACTED
Date:	11/12/2023	Date:	11/12/2023