

DPS Schedule 6 (Order Form Template and Order Schedules)

Order Form

ORDER REFERENCE: **Project 19551**

THE BUYER: **Home Office – Secretary of State for the Home Department**

BUYER ADDRESS **Home Office, 2 Marsham Street, London, SW1P 4DF**

THE SUPPLIER: **IFF Research Ltd**

SUPPLIER ADDRESS: **5th Floor, St Magnus House, 3 Lower Thames Street, EC3R 6HD**

REGISTRATION NUMBER: **00849983**

DUNS NUMBER: **211574041**

DPS SUPPLIER REGISTRATION SERVICE ID: **1035180**

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated 21/10/2025. It's issued under the DPS Contract with the reference number **RM6126** for the provision of Third Party Compliance.

DPS FILTER CATEGORY(IES):

Gig economy, Asylum / Immigration / Migration, Qualitative, Face-to-face, Online, Depth interviews, Snowball sampling, Micro businesses, Small businesses, Medium businesses, Employers, Low income, Hidden / hard to reach / socially excluded / vulnerable populations, England, Wales, Scotland, Northern Ireland

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.

DPS Schedule 6 (Order Form Template and Order Schedules)

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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 7 (Financial Difficulties)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
 - Order Schedules for **Project 19551**
 - 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 18 (Background Checks)
 - 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: **27th October 2025**

ORDER EXPIRY DATE: **31st July 2026**

ORDER INITIAL PERIOD: **Optional extension of up to 3 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 **<Redacted>**.

ORDER CHARGES

See details in Order Schedule 5 (Pricing Details)

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

Purchase Order and Invoice with payments via BACS. Payment will be aligned to the agreed deliverables and associated timing(s).

The electronic PDF invoice shall be emailed to:

HOSupplierinvoices@homeoffice.gov.uk

BUYER'S INVOICE ADDRESS:

**2 Marsham Street
London.
SW1P 4DF**

BUYER'S AUTHORISED REPRESENTATIVE

<Redacted>

BUYER'S ENVIRONMENTAL POLICY

[Environmental Policy](#)

BUYER'S SECURITY POLICY

[Data Security Policy](#)

SUPPLIER'S AUTHORISED REPRESENTATIVE

<Redacted>

SUPPLIER'S CONTRACT MANAGER

<Redacted>

PROGRESS REPORT & MEETING FREQUENCY
<Redacted>

KEY STAFF
<Redacted>

KEY SUBCONTRACTOR(S)
<Redacted>

E-AUCTIONS
Not applicable

COMMERCIALLY SENSITIVE INFORMATION
<Redacted>

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>	Signature:	<Redacted>
Name:	<Redacted>	Name:	<Redacted>
Role:	Research Director	Role:	Associate Commercial Specialist
Date:	04/11/2025	Date:	05/11/2025

Annex 1 – Schedules

Joint Schedules:

<Redacted>

Amended Joint Schedules:

<Redacted>

Order Schedules:

<Redacted>

Amended Order Schedules:

<Redacted>

Core Terms:

<Redacted>