

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

ORDER REFERENCE: **TRSAS0022**

THE BUYER: **Department for Transport**

BUYER ADDRESS



THE SUPPLIER: **The University of Leeds**

SUPPLIER ADDRESS:



REGISTRATION NUMBER: **Incorporated by Royal Charter RC000658**

DUNS NUMBER: **N/A**

DPS SUPPLIER REGISTRATION SERVICE ID:

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated 21st December 2023. It's issued under the DPS Contract with the reference number **RM6126** for the provision of deliverables relating to DfT commissioning research to develop its approach to the welfare appraisal under land use change.

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.

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4. The following Schedules in equal order of precedence:

- Joint Schedules for **TRSAS0022**
 - 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 **TRSAS0022**
 - Order Schedule 1 (Transparency Reports)
 - Order Schedule 2 (Staff Transfer)
 - Order Schedule 3 (Continuous Improvement)
 - Order Schedule 5 (Pricing Details)
 - Order Schedule 9 (Security)
 - Order Schedule 20 (Order Specification)
 - Order Schedule 21 (Northern Ireland Law)

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:

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ORDER START DATE: **21/02/24**

ORDER EXPIRY DATE: **21/04/26**

ORDER INITIAL PERIOD: **26months**

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The Department for Transport has the right to exercise a break clause within the contract, as detailed in the specification.

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 **£119,882**

ORDER CHARGES

See details in Order Schedule 5 (Pricing Details)

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

You will be issued with a Purchase Order number for this contract and will need to quote this number on all invoices. Invoices received without the correct Purchase Order Number are likely to be returned to you and will delay receipt of payment.

Payment can only be made following satisfactory delivery of pre-agreed deliverables.

Invoicing instructions are attached below for further details:



Invoicing%20Procedures.doc

BUYER'S INVOICE ADDRESS:



BUYER'S AUTHORISED REPRESENTATIVE



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BUYER'S ENVIRONMENTAL POLICY



DfT Corporate
Environmental Policy.

BUYER'S SECURITY POLICY



Cyber%20security%20policy.docx

SUPPLIER'S AUTHORISED REPRESENTATIVE

[REDACTED]

SUPPLIER'S CONTRACT MANAGER

[REDACTED]

PROGRESS REPORT FREQUENCY

Delivered via bi-weekly meetings with the DfT project team.

PROGRESS MEETING FREQUENCY

To be decided upon inception

KEY STAFF

As outlined in tender response

KEY SUBCONTRACTOR(S)

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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[Redacted]

[Redacted]

E-AUCTIONS
Not applicable

COMMERCIALLY SENSITIVE INFORMATION
Not applicable

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:	Director of Commercialisation	Role:	Commercial Relationship Manager
Date:	21 February 2024	Date:	22 nd February 2024