

DPS Schedule 6 (Order Form Template and Order Schedules)

Order Form

ORDER REFERENCE: 22-23/036

THE BUYER: Department for Education

BUYER ADDRESS Department for Education, Sanctuary Buildings,
Great Smith Street, London, SW1P3DJ

THE SUPPLIER: Cooper-Gibson Ltd

SUPPLIER ADDRESS: CooperGibson Research
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

REGISTRATION NUMBER: 06816154

DUNS NUMBER: 211528564

DPS SUPPLIER REGISTRATION SERVICE ID: **[Insert if known]**

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated **20/04/2023**.
It's issued under the DPS Contract with the reference number **RM6126 CCS Research & Insights Marketplace DPS** for the provision of Evaluation of the Strengthening the Supported Internships Programme.

DPS FILTER CATEGORY(IES): **Quantitative, Qualitative, Impact Evaluation**

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

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 CCS Research & Insights Marketplace DPS**
3. DPS Special Terms



DPS Special Terms
Research.docx

4. The following Schedules in equal order of precedence:

- Joint Schedules for **RM6126 CSS Research & Insights Marketplace DPS**
 - 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 **[RM6126 CSS Research & Insights Marketplace DPS]**
 - Order Schedule 1 (Transparency Reports)
 - Order Schedule 2 (Staff Transfer)
 - [Order Schedule 4 (Order Tender)
 - [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 15 (Order Contract Management)

- [Order Schedule 20 (Order Specification)]

5. CCS Core Terms (DPS version) v1.0.3

6. Joint Schedule 5 (Corporate Social Responsibility) **RM6126 CCS Research & Insights Marketplace DPS**

7. [Order Schedule 4 (Order Tender)]

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:

Special Term 1. Safeguarding Children and Vulnerable Adults

Special Term 2. Project outputs

Special Term 3. Departmental Security Standards for Business Services and ICT Contracts

ORDER START DATE: [02/05/2023]

ORDER EXPIRY DATE: [27/02/2026]

ORDER INITIAL PERIOD: [2 years, 10 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



ORDER CHARGES

[Option B: See details in Order Schedule 5 (Pricing Details)]

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REIMBURSABLE EXPENSES

[None]

PAYMENT METHOD

[Payment by completion of work against milestones included within this contract]

BUYER'S INVOICE ADDRESS:

Department for Education, Sanctuary Buildings, Great Smith Street,
London SW1P 3BT

Invoices must be submitted in pdf format, state the Purchase Order number (provided separately to this form), and sent via email to AccountsPayable.OCR@education.gov.uk

BUYER'S AUTHORISED REPRESENTATIVE

[REDACTED]

[Project Manager- Senior Social Researcher]

[REDACTED]

[Department for Education, Bishopsgate House, Darlington, DL1 5Q]

BUYER'S ENVIRONMENTAL POLICY

[Available on request]

BUYER'S SECURITY POLICY

[Available on request:]

SUPPLIER'S AUTHORISED REPRESENTATIVE

[REDACTED]

[CooperGibson Research, First Floor, 81-85 High Street, Brentwood, Essex, United Kingdom, CM14 4RR]

SUPPLIER'S CONTRACT MANAGER

[REDACTED]

[CooperGibson Research, First Floor, 81-85 High Street, Brentwood, Essex, United Kingdom, CM14 4RR]

PROGRESS REPORT FREQUENCY

[Weekly, ahead of progress meeting]

PROGRESS MEETING FREQUENCY

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[Weekly]

KEY STAFF

[REDACTED]

See Order Schedule 7 for Key Staff.

KEY SUBCONTRACTOR(S)

[REDACTED]

[REDACTED]

Natspec

Robins Wood House

Robins Wood Road

Nottingham

NG8 3NH

[REDACTED]

St Mary's University

Waldegrave Road

Twickenham

Middlesex

TW1 4SX

E-AUCTIONS

[Not applicable]

COMMERCIALLY SENSITIVE INFORMATION

[See Joint Schedule 4]

SERVICE CREDITS

[Not applicable]

ADDITIONAL INSURANCES

[Not applicable]

GUARANTEE

[Not applicable]

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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:		Signature:	
Name:		Name:	
Role:		Role:	
Date:		Date:	