



# Department of Health & Social Care **Order Form**

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The Short form Contract

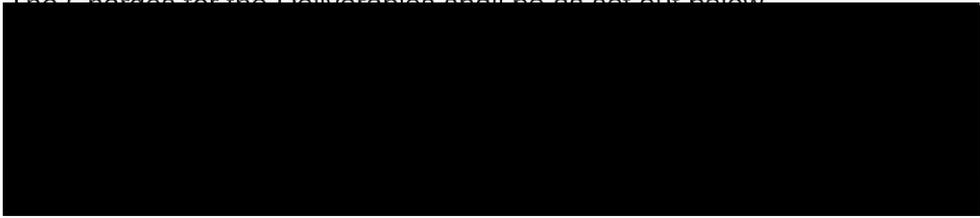
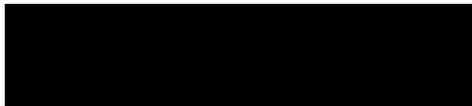
<b>1. Contract Reference</b>	<i>Project_ 1125</i>	
<b>2. Date</b>		
<b>3. Buyer</b>	Department of Health and Social Care 39 Victoria Street London SW1H 0EU	
<b>4. Supplier</b>	Ipsos MORI 3 Thomas More Square London E1W 1YW  <i>and registration number 01640855</i>	
<b>5. The Contract</b>	<p>The Supplier shall supply the deliverables described below on the terms set out in this Order Form and the attached contract conditions ("<b>Conditions</b>") and any <b>Annexes</b>.</p> <p>Unless the context otherwise requires, capitalised expressions used in this Order Form have the same meanings as in Conditions.</p> <p>In the event of any conflict between this Order Form and the Conditions, this Order Form shall prevail.</p> <p>Please do not attach any Supplier terms and conditions to this Order Form as they will not be accepted by the Buyer and may delay conclusion of the Contract.</p>	
<b>6. Deliverables</b>	<b>Services</b>	The Supplier will include questions related to energy drinks in their annual Young People's Omnibus Survey. They will conduct fieldwork in schools across England, analyse and clean the resulting data, and provide the Buyer with the final dataset and set of high-level tables.
	The specification of the Deliverables is as set out	<p>The Supplier is required to undertake the following activities:</p> <ul style="list-style-type: none"> <li>• Include questions in the Ipsos MORI Young People's Omnibus Survey covering a range of topics as specified by the Buyer.</li> <li>• Conduct fieldwork in schools across England using an online survey format, to produce a robust, nationally representative sample of</li> </ul>



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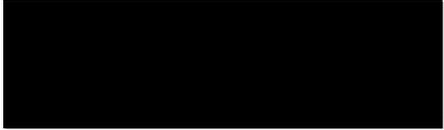
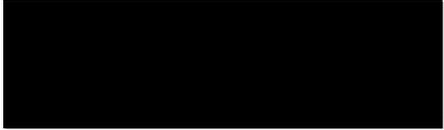
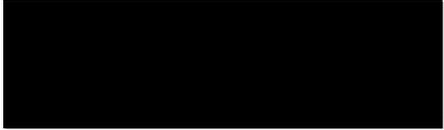
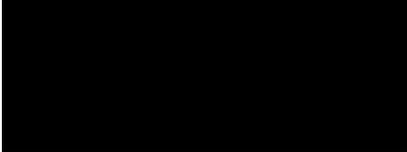
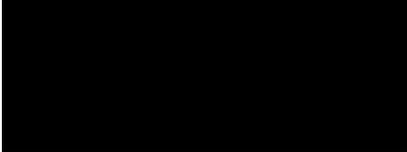
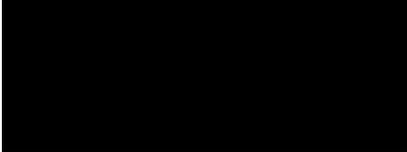
		<p>children aged 11-16.</p> <ul style="list-style-type: none"> <li>Clean and analyse the data produced, sharing a final dataset and high-level tables with the Buyer by the end of June 2020.</li> </ul>
<b>7. Specification</b>	<p>The Term shall commence on 12/12/2019.</p> <p>and the Expiry Date shall be 31/08/2020, unless it is otherwise extended or terminated in accordance with the terms and conditions of the Contract.</p> <p>The Buyer may extend the Contract for a period of up to 6 months by giving not less than 10 Working Days' notice in writing to the Supplier prior to the Expiry Date. The terms and conditions of the Contract shall apply throughout any such extended period.</p>	
<b>8. Term</b>	<p>The Charges for the Deliverables shall be as set out below:</p> 	
<b>9. Charges</b>	<p>All invoices must be sent, quoting a valid purchase order number (PO Number), to:</p> <p><a href="mailto:MB-PaymentQueries@dhsc.gov.uk">MB-PaymentQueries@dhsc.gov.uk</a></p> <p>Within <b>10</b> Working Days of receipt of your countersigned copy of this letter, we will send you a unique PO Number. You must be in receipt of a valid PO Number before submitting an invoice.</p> <p>To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, PO Number item number (if applicable) and the details (name and telephone number) of your Buyer contact (i.e. Contract Manager). Non-compliant invoices will be sent back to you, which may lead to a delay in payment.</p> <p>If you have a query regarding an outstanding payment please contact our Accounts Payable section by email to</p> <p><a href="mailto:MB-PaymentQueries@dhsc.gov.uk">MB-PaymentQueries@dhsc.gov.uk</a></p>	
<b>10. Payment</b>	<p>For general liaison your contact will continue to be</p> 	



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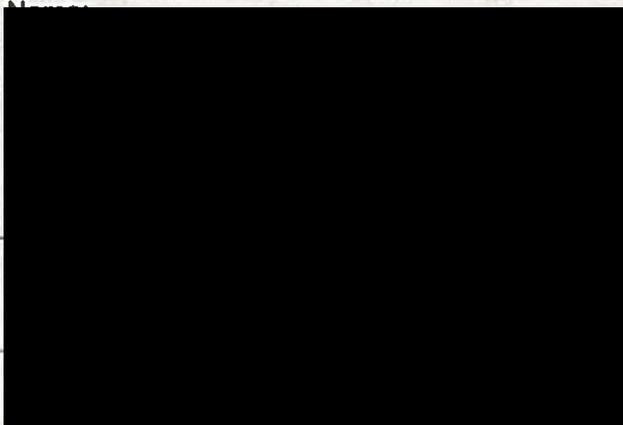
	or, in their absence, 						
<b>11. Buyer Authorised Representative(s)</b>	<table border="0"> <tr> <td><b>Buyer:</b></td> <td><b>Supplier:</b></td> </tr> <tr> <td>Department of Health and Social Care 39 Victoria Street London SW1H 0EU</td> <td>Ipsos MORI 3 Thomas More Square London E1W 1YW</td> </tr> <tr> <td></td> <td></td> </tr> </table>	<b>Buyer:</b>	<b>Supplier:</b>	Department of Health and Social Care 39 Victoria Street London SW1H 0EU	Ipsos MORI 3 Thomas More Square London E1W 1YW		
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<b>12. Address notices for</b>	<table border="0"> <tr> <td><b>Buyer:</b></td> <td><b>Supplier:</b></td> </tr> <tr> <td>Department of Health and Social Care 39 Victoria Street London SW1H 0EU</td> <td>Ipsos MORI 3 Thomas More Square London E1W 1YW</td> </tr> <tr> <td></td> <td></td> </tr> </table>	<b>Buyer:</b>	<b>Supplier:</b>	Department of Health and Social Care 39 Victoria Street London SW1H 0EU	Ipsos MORI 3 Thomas More Square London E1W 1YW		
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<b>13. Key Personnel</b>	<p>The Buyer may require the Supplier to ensure that any person employed in the delivery of the Deliverables has undertaken a Disclosure and Barring Service check.</p> <p>The Supplier shall ensure that no person who discloses that he/she has a conviction that is relevant to the nature of the Contract, relevant to the work of the Buyer, or is of a type otherwise advised by the Buyer (each such conviction a "<b>Relevant Conviction</b>"), or is found by the Supplier to have a Relevant Conviction (whether as a result of a police check, a Disclosure and Barring Service check or otherwise) is employed or engaged in the provision of any part of the Deliverables.</p>						
<b>14. Procedures and Policies</b>							



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Signed for and on behalf of the <b>Supplier</b>	Signed for and on behalf of the <b>Buyer</b>
Name: 	Name: 