

DPS Schedule 6 (Order Form Template and Order Schedules)

Order Form

ORDER REFERENCE: **DFERPPU 22-23-096 Proj_7895**

THE BUYER: **Department for Education (DfE)**

BUYER ADDRESS **Sanctuary Buildings, Great Smith Street,
London, SW1P 3DJ**

THE SUPPLIER: **Ipsos UK**

SUPPLIER ADDRESS: **3 Thomas More St, London E1W 1YW**

REGISTRATION NUMBER: **948470**

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated **17th October 2023**.

It's issued under the DPS Contract with the reference number **RM6126 CCS Research & Insights Marketplace DPS** for the provision of **project_7895 - Foster Care Support Project - NE**

DPS FILTER CATEGORY(IES):

Local Government, Children's social care, Mixed method (qualitative and quantitative), Face-to-face, Online, Impact evaluation, Experimental/quasi-experimental impact evaluation, Theory-based impact evaluation (incl. Theories of Change (ToC) and Logic Modelling), Process evaluation, Value-for-money evaluation, Evaluation scoping/evaluability assessment, England

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 (added to the end of this contract)
4. The following Schedules in equal order of precedence:

- Joint Schedules for **RM6126 CCS Research and Insights Marketplace DPS**

- Joint Schedule 1
- Joint Schedule 2 (Variation Form)
- Joint Schedule 3 (Insurance Requirements)
- Joint Schedule 4 (Commercially Sensitive Information)
- Joint Schedule 5 (Is covered in '6.' Below)
- Joint Schedule 6 (Key Subcontractors)
- Joint Schedule 7 (Financial Difficulties)
- Joint Schedule 10 (Rectification Plan)
- Joint Schedule 11 (Processing Data)
- Joint Schedule 12 (Supply Chain Visibility)

- Order Schedules for **DFERPPU 22-23-096 Proj_7895**

- Order Schedule 1 (Transparency Reports)
- Order Schedule 2 (Staff Transfer)
- Order Schedule 3 (Continuous Improvement)
- Order Schedule 4 (Order Tender)
- Order Schedule 5 (Pricing Details)
- Order Schedule 7 (Key Supplier Staff)
- Order Schedule 9 (Security)
- 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- Attached at the end of this document
6. Joint Schedule 5 (Corporate Social Responsibility)
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:

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: **September 2023**

ORDER EXPIRY DATE: **31/03/2025 (+ 1 year subject to decisions)**

ORDER INITIAL PERIOD: **2 years (or 1 year subject to decisions)**

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 **£125,000 exclusive of VAT.**

ORDER CHARGES

Total expenditure shall not exceed £250,000 (+£48,700 for Y3 subject to decisions) excluding VAT.

ORDER CHARGES

All changes to the Charges must use procedures that are equivalent to those in Paragraphs 4, 5 and 6 (if used) in DPS Schedule 3 (DPS Pricing)

The Charges will not be impacted by any change to the DPS Pricing. The Charges can only be changed by agreement in writing between the Buyer and the Supplier because of:

- Indexation
- Specific Change in Law

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

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Payment by completion of work against milestones included within the contract.
Invoices must include a valid Purchase Order number and be sent via email in pdf format to: AccountsPayable.OCR@education.gov.uk

BUYER'S INVOICE ADDRESS:

[REDACTED]

AccountsPayable.OCR@education.gov.uk

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

BUYER'S AUTHORISED REPRESENTATIVE

[REDACTED]

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

BUYER'S ENVIRONMENTAL POLICY

Department for Education Sustainability and Climate Change Strategy, 21 April 2022, available online at: <https://www.gov.uk/government/publications/sustainability-and-climate-change-strategy>

BUYER'S SECURITY POLICY

Department for Education Personal Information Charter, available online at:

<https://www.gov.uk/government/organisations/department-for-education/about/personal-information-charter#contents>

SUPPLIER'S AUTHORISED REPRESENTATIVE

[REDACTED]

3 Thomas More St, London E1W 1YW

SUPPLIER'S CONTRACT MANAGER

[REDACTED]

3 Thomas More St, London E1W 1YW

PROGRESS REPORT FREQUENCY

The supplier must provide written email updates on a weekly basis and send to the Department for Education before each progress meeting. Frequency of other written updates will be agreed by the parties where necessary.

PROGRESS MEETING FREQUENCY

Fortnightly. Dates to be agreed by the parties. Frequency may reduce/increase during less work intensive periods or periods of high work intensity. Written minutes (bullet points) and actions to be provided by the supplier.

KEY STAFF

[REDACTED]

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3 Thomas More St, London E1W 1YW

[REDACTED]

3 Thomas More St, London E1W 1YW

[REDACTED]

3 Thomas More St, London E1W 1YW

[REDACTED]

3 Thomas More St, London E1W 1YW

[REDACTED]

3 Thomas More St, London E1W 1YW

KEY SUBCONTRACTOR(S)

[REDACTED]

E-AUCTIONS

Not applicable

COMMERCIALLY SENSITIVE INFORMATION

See Joint Schedule 4

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

Not applicable



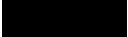
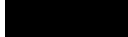
GUARANTEE

There's a guarantee of the Supplier's performance provided for all Order Contracts entered under the DPS Contract

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)

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For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:		Signature:	
Name:		Name:	
Role:		Role:	
Date:		Date:	