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

**Order Form**

**ORDER REFERENCE:** CCZZ22A14

**THE BUYER:** Cabinet Office

**BUYER ADDRESS** **REDACTED TEXT under FOIA Section 40, Personal Information.**

**THE SUPPLIER**: CM Monitor (Britain Thinks) Ltd

**SUPPLIER ADDRESS: REDACTED TEXT under FOIA Section 40, Personal Information**.

**REGISTRATION NUMBER:** 07291125

**DUNS NUMBER:** 216779966

**DPS SUPPLIER REGISTRATION SERVICE ID:** TBC

**APPLICABLE DPS CONTRACT**

This Order Form is for the provision of the Deliverables and dated 30 September 2022.

It’s issued under the DPS Contract with the reference number RM6126 for the provision of Research Agency

**DPS FILTER CATEGORY(IES):**

Not applicable

**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
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 10 (Rectification Plan)
  + Joint Schedule 11 (Processing Data)
* Order Schedules for **RM6126**
  + Order Schedule 1 (Transparency Reports)
  + 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 (Call-off Contract Management)
  + Order Schedule 16 (Benchmarking)
  + Order Schedule 20 (Call-off Specification)

1. CCS Core Terms (DPS version) v1.0.3
2. Joint Schedule 5 (Corporate Social Responsibility) **RM6126**
3. 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:

**ORDER START DATE:** Tuesday 4 October 2022

**ORDER EXPIRY DATE**: Friday 2 February 2024

**ORDER INITIAL PERIOD:** Sixteen (16) Months, with an option to extend in six (6) month increments for a further twelve (12) months, not to exceed Friday 31 January 2025.

**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 **£300,000.00**

**ORDER CHARGES**

See details in Order Schedule 5 (Pricing Details)

**REIMBURSABLE EXPENSES**

None

**PAYMENT METHOD**

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

Before payment can be considered, each invoice must include a detailed elemental breakdown of work completed and the associated costs.

**BUYER’S INVOICE ADDRESS:**

Invoices should be emailed to **REDACTED TEXT under FOIA Section 40, Personal Information**.

**BUYER’S AUTHORISED REPRESENTATIVE**

**REDACTED TEXT under FOIA Section 40, Personal Information**.

**BUYER’S ENVIRONMENTAL POLICY**

Available upon request

**BUYER’S SECURITY POLICY**

Available upon request. For this contract, we require the supplier to provide Security Cleared (SC) staff to deliver the services.

**SUPPLIER’S AUTHORISED REPRESENTATIVE**

**REDACTED TEXT under FOIA Section 40, Personal Information**.

**SUPPLIER’S CONTRACT MANAGER**

**REDACTED TEXT under FOIA Section 40, Personal Information**.

**PROGRESS REPORT FREQUENCY**

Monthly

**PROGRESS MEETING FREQUENCY**

Quarterly

**KEY STAFF**

**REDACTED TEXT under FOIA Section 40, Personal Information**.

**KEY SUBCONTRACTORS**

**REDACTED TEXT under FOIA Section 43 Commercial Interests.**

**E-AUCTIONS**

Not applicable

**COMMERCIALLY SENSITIVE INFORMATION**

As per Joint Schedule 4, all of the work undertaken as part of this contract is sensitive information and bound under the confidentiality requirements.

**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 TEXT under FOIA Section 40, Personal Information**. | Signature: | **REDACTED TEXT under FOIA Section 40, Personal Information**. |
| Name: | **REDACTED TEXT under FOIA Section 40, Personal Information**. | Name: | **REDACTED TEXT under FOIA Section 40, Personal Information**. |
| Role: | **REDACTED TEXT under FOIA Section 40, Personal Information**. | Role: | **REDACTED TEXT under FOIA Section 40, Personal Information**. |
| Date: | 04/10/22 | Date: | 04/10/22 |