

DPS Schedule 6 (Order Form Template and Order Schedules)

Order Form

ORDER REFERENCE: **Contract Reference: CPD4124148**
DIGITAL PLANNING MONITORING AND EVALUATION

THE BUYER: **DEPARTMENT FOR LEVELLING UP, HOUSING AND COMMUNITIES (“DLUHC”)**

BUYER ADDRESS 2 Marsham Street, London, SW1P 4DF

THE SUPPLIER: RSM UK Consulting LLP

SUPPLIER ADDRESS: 25 Farringdon Street, London, EC4A 4AB

REGISTRATION NUMBER: OC397475

DUNS NUMBER: 220584867

DPS SUPPLIER REGISTRATION SERVICE ID:

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated 3rd May 2023. It's issued under the DPS Contract with the reference number RM6126 (Research and Insights) for the provision of Evaluation of Electoral Integrity Programme.

DPS FILTER CATEGORY(IES):

Business transformation and change, Land use planning / spatial planning, Local Government, Policy analysis and development, Digital design, delivery and implementation, Financial analysis (incl. cost-benefit analysis, return on investment analysis), Impact evaluation, Process evaluation, 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 (Research and Insights)**
3. DPS Special Terms
4. The following Schedules in equal order of precedence:
 - Joint Schedules for **RM6126 (Research and Insights)**
 - 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 (Research and Insights)**
 - Order Schedule 1 (Transparency Reports)
 - Order Schedule 2 (Staff Transfer)
 - Order Schedule 3 (Continuous Improvement)
 - Order Schedule 5 (Pricing Details)
 - Order Schedule 7 (Key Supplier Staff)
 - Order Schedule 9 (Security – Part A)
 - 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 (Research and Insights)**
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: Contract will be delivered under English Law

ORDER START DATE: 3rd May 2023

ORDER EXPIRY DATE: 2nd May 2025

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ORDER INITIAL PERIOD:

Initial contract duration shall be two (2) years with an option to extend for period of six (6) months.

The buyer reserves the right to increase the value on a pro-rata basis to increase in conjunction with future variations and/or term.

DELIVERABLES

Option B: See details in Order Schedule 20 (Order Specification) and suppliers bid proposal.

MAXIMUM LIABILITY

The limitation of liability for this Order Contract is stated in Clause 11.2 of the Core Terms:

Each Party's total aggregate liability in each Contract Year under each Order Contract (whether in tort, contract or otherwise) is no more than one hundred and twenty five percent (125%) of the Estimated Yearly Charges unless specified in the Order Form.

ORDER CHARGES

The contract shall have a maximum value of seven hundred sixty thousand, five hundred and twenty-three pounds (£760,523).

Full breakdown please see details in Order Schedule 5 (Pricing Details)

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:

- Specific Change in Law

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

Firm price milestone payments (percentage of project price)

BUYER'S INVOICE ADDRESS:

[REDACTED]

BUYER'S AUTHORISED REPRESENTATIVE

[REDACTED]

BUYER'S ENVIRONMENTAL POLICY

<https://www.gov.uk/government/collections/sustainable-procurement-the-government-buying-standards-gbs>

BUYER'S SECURITY POLICY

As per Order Schedule 9 (Security) PART A (Short Form Security Requirements)

SUPPLIER'S AUTHORISED REPRESENTATIVE

[REDACTED]

SUPPLIER'S CONTRACT MANAGER

[REDACTED]

KEY SUB-CONTRACTOR

[REDACTED]

PROGRESS REPORT FREQUENCY

Order Schedule 15 (Order Contract Management)

PROGRESS MEETING FREQUENCY

Order Schedule 15 (Order Contract Management)

KEY STAFF

As per Order Schedule 7 (Key Supplier Staff)

E-AUCTIONS

Not applicable

COMMERCIALLY SENSITIVE INFORMATION

Suppliers Tender

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

Details of Additional Insurances required in accordance with Joint Schedule 3 (Insurance Requirements) with the following amendments:

- 1.1 professional indemnity insurance with cover (for a single event) of not less than five million pounds (£5,000,000);
- 1.2 public liability insurance with cover (for a single event) of not less than five million pounds (£5,000,000); and

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- 1.3 employers' liability insurance with cover (for a single event) of not less than five million pounds (£5,000,000).

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), Suppliers Bid Proposal and Pricing Schedule.

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	[REDACTED]	Signature:	[REDACTED]
Name:	[REDACTED]	Name:	[REDACTED]
Role:	Partner	Role:	Commercial Manager
Date:	04 th May 2023	Date:	04 th May 2023