

**THE SECRETARY OF STATE FOR WORK AND PENSIONS**  
**AND**

**[SUPPLIER]**

**TEST AND LEARN DPS**

**[Project\_20559]**

**Version: 4.0**

## DPS Award Form

This DPS Award Form is crucial for the operation of the DPS Contract. It summarises the key features of the procurement and the appointment of the Supplier:

1.	<b>The Authority</b>	THE SECRETARY OF STATE FOR WORK AND PENSIONS of Caxton House, Tothill Street, London, SW1H 9NA, appoints:	
2.	<b>Supplier</b>	Name: [company name]  Registered address: [company address]  Registered number: [company number]  DUNS number: [DUNS number]	
3.	<b>DPS Contract</b>	to this contract consisting of the DPS Incorporated Terms for the supply of Test and Learn services under which the Supplier can be considered for Call-Off Contracts as outlined in the Contract Notice in the Official Journal of the European Union reference <a href="#">2018/S 205-468119</a> (OJEU Notice)	
4.	<b>Service Lines</b>	accredited to provide the service lines listed below: [delete as appropriate]	
		Target Groups	<ul style="list-style-type: none"><li>• Young People (14-18 years old)</li><li>• 18-24 years old</li><li>• 25-49 years old</li><li>• 50+ years old</li><li>• Veterans</li><li>• BAME</li><li>• Ex-Offenders</li></ul>
		Support Offered	<ul style="list-style-type: none"><li>• In-Work Support</li><li>• Peer Support</li><li>• Working with Employers</li><li>• In-Work Progression</li><li>• Health Interventions/Support</li><li>• Self-Employment</li><li>• Quality</li><li>• Advice and Information</li><li>• Support into Work (pre-employment support)</li><li>• Apprenticeships</li></ul>
		Area of Expertise	<ul style="list-style-type: none"><li>• Pan Disability</li><li>• Physical Disabilities</li><li>• Visual Impairment</li><li>• Hearing Impairment</li></ul>

			<ul style="list-style-type: none"> <li>• Learning Disabilities</li> <li>• Autism</li> <li>• Long Term Health Issues</li> <li>• Musculoskeletal</li> <li>• Common Mental Health Issues</li> <li>• Severe Mental Health Issues</li> <li>• Drug / Alcohol Dependency</li> <li>• Homeless and individuals in supported housing</li> </ul>
5.	<b>Geographic Coverage</b>	within the following geographic area(s): <b>[enter text]</b>	
6.	<b>DPS Start Date</b>	<b>[Day Month Year]</b>	
7.	<b>DPS Incorporated Terms</b>	<p>The following documents are incorporated into the DPS Contract. If they conflict, the following order of precedence shall apply:</p> <ol style="list-style-type: none"> <li>1. This DPS Award Form</li> <li>2. The Core Terms (v3.0) and its Annex (Definitions)</li> <li>3. The following Schedules (each taking equal precedence): <ul style="list-style-type: none"> <li>F1 (Specification v4.0)</li> <li>F2 (Order Form Template and template Call Off Schedules v3.0) including the following Call Off Schedules taking equal precedence: <ul style="list-style-type: none"> <li>• C1 (Contract Management v2.0)</li> <li>• C2 (Security Requirements v2.0)</li> <li>• C3 (Welsh Language Scheme) (Optional)</li> <li>• C4 (Staff Transfer v1.0) (Optional)</li> </ul> </li> <li>F3 (Call Off Procedure and Award Criteria v2.0)</li> </ul> </li> </ol> <p>(together the "<b>DPS Contract</b>")</p>	
8.	<b>Authorised Processing List</b>	<b>Description</b>	<b>Details</b>
		Identity of the Controller and Processor	<b>[ ]</b>
		Subject matter of the processing	<b>[ ]</b>
		Duration of the processing	<b>[ ]</b>
		Nature and purposes of the processing	<b>[ ]</b>

	Type of Personal Data being processed	[ ]
	Categories of Data Subject	[ ]
	International transfers and legal gateway	[ ]
	Plan for return and destruction of the data once the processing is complete	[ ]
	Contact details of the Controller's Data Protection Officer	[ ]
	Contact details of the Processor's Data Protection Officer	[ ]
	The Processor shall comply with any further written instructions with respect to processing by the Controller. Any such further instructions shall be incorporated into this Schedule.	

The terms in this DPS Award Form and the DPS Contract will be deemed agreed and accepted by the Supplier through its confirmation of acceptance in its submission to join the DPS.

The Authority acceptance of the terms in this DPS Award Form and the DPS Contract will, if the Supplier is successfully appointed to the DPS, be specifically confirmed in the letter of appointment issued to the Supplier.

*Your organisation (The Supplier) will now be added to the T&L DPS Directory of Services, indicating the accredited service lines outlined in this award form. This information will form the basis of whether you (The Supplier) are offered the opportunity to bid on future ITTs relating to call offs through the T&L DPS.*

*You do not need to do anything further at this point and you (the Supplier) will be notified via Bravo when you are eligible for a Call-Off Opportunity.*