

DPS Schedule 6 (Order Form and Order Schedules)

Order Form

ORDER REFERENCE: **DFERPPU 22-23-051**

THE BUYER: **Department for Education**

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

THE SUPPLIER: **Institute for Employment Research, University
of Warwick**

SUPPLIER ADDRESS: **Coventry, CV4 7AL, UK**

REGISTRATION NUMBER: **SQ-8WY88NR**

DUNS NUMBER: **22-7821915**

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated 4th May 2023.
It's issued under the DPS Contract with the reference number **RM6126 CCS
Research & Insights Marketplace DPS** for the provision of **Developing a UK
Taxonomy**.

DPS FILTER CATEGORY(IES):
**Further Education, Workplace training / skills development, Data mining,
Mixed method (qualitative and quantitative), England, Wales, Scotland,
Northern Ireland**

DPS Schedule 6 (Order Form)

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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**



DPS Joint Schedule 1
- Definitions v1.0.pdf

3. DPS Special Terms

4. The following Schedules in equal order of precedence:

5. Joint Schedules for **RM6126 CCS Research & Insights Marketplace DPS**

- [Joint Schedule 1 is covered in '2.' above]
- Joint Schedule 2 (Variation Form)



DPS Joint Schedule 2
- Variation Form v.1.0

- Joint Schedule 3 (Insurance Requirements)



DPS Joint Schedule 3
- Insurance Requirem

- Joint Schedule 4 (Commercially Sensitive Information)



DPS Joint Schedule 4
- Commercially Sensit

- [Joint Schedule 5 is covered in '6.' Below, and *must* be included]
- [Joint Schedule 6 (Key Subcontractors)]



DPS Joint Schedule 6
- Key Subcontractors '

- Joint Schedule 10 (Rectification Plan)



DPS Joint Schedule
10 - Rectification Plan

- Joint Schedule 11 (Processing Data)

DPS Schedule 6 (Order Form)

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DPS Joint Schedule
11 - Processing Data \

- Order Schedules for **DFERPPU 22-23-051**
 - Order Schedule 1 (Transparency Reports)



■ DPS Order Schedule
1 - Transparency Rep

- Order Schedule 2 (Staff Transfer)



■ Order schedule
2.doc.docx

- Order Schedule 3 (Continuous Improvement)



■ DPS Order Schedule
3 - Continuous Impro

- [Order Schedule 4 (Order Tender)



Uni of Warwick
Bid.docx



Uni of warwick -
stakeholder engage

- Order Schedule 5 (Pricing details)



Attachment 4 Price
Schedule Warwick.xls:

- Order Schedule 20 (Specification)



DPS Order
Schedule 20 - Specif

6. CCS Core Terms (DPS version) v1.0.3



RM6126 DPS Core
Terms v1.0.pdf

7. Joint Schedule 5 (Corporate Social Responsibility) **RM6126 CCS Research & Insights Marketplace DPS**



DPS Joint Schedule 5
- Corporate Social Re:

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.

DPS Schedule 6 (Order Form)

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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

Special Term 4. Amendment to Core terms due to exempt charity status

Special Terms -
Research.docx**ORDER START DATE: 21st April 2023****ORDER EXPIRY DATE: 6th June 2025, with a break clause at the end of Phase 1 on 8th October 2023****ORDER INITIAL PERIOD: 2 years and 2 months, with a break clause at 6 months****DELIVERABLES**

Activity	Deliverables/Milestones	Deadline
Methodology meeting	<ul style="list-style-type: none"> Detailed plan for Phase 1 	11/05/2023
Phase 1	<ul style="list-style-type: none"> First draft outputs 	21/06/2023
	<ul style="list-style-type: none"> Second draft outputs 	07/07/2023
	<ul style="list-style-type: none"> Final outputs 	19/07/2023
Phase 1 review period	<ul style="list-style-type: none"> Review by UFS 	24/07/2023
	<ul style="list-style-type: none"> Review by Project Advisory group (1st and 2nd draft outputs) 	14/07/2023
	<ul style="list-style-type: none"> Sign off by Research board 	18/08/2023
	<ul style="list-style-type: none"> Sign off by Finance 	18/08/2023
	<ul style="list-style-type: none"> Sign off by Ministers 	11/09/2023
	<ul style="list-style-type: none"> Contract variation drawn up if there is agreement to proceed to Phase 2 	15/09/2023
	<ul style="list-style-type: none"> Contract ends if it is agreed that Phase 2 will not go ahead 	08/10/2023
Phase 2	<ul style="list-style-type: none"> [To be completed in a variation should Phase 2 be agreed] 	
	<ul style="list-style-type: none"> 	
	<ul style="list-style-type: none"> 	
	<ul style="list-style-type: none"> 	

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See further 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

██████████

ORDER CHARGES

Milestone	Payment (excl. VAT)	Deadline
<i>Financial year 2023-24</i>		
Delivery of first draft Phase 1 outputs	██████████	23/06/2023
Delivery of final Phase 1 outputs	██████████	19/07/2023
Phase 1 review period and decision on whether to proceed to Phase 2	██████████	N/A

Expenditure for the financial year 2023-24 shall not exceed ██████████ exclusive of VAT.

Expenditure for the financial year 2024-25 shall not exceed ██████████ exclusive of VAT.

Total Project expenditure shall not exceed **£495,000** exclusive of VAT.

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

Via BACS upon submission of valid invoice after successful completion of payment milestone(s).

BUYER'S INVOICE ADDRESS:

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

Invoices must be submitted in pdf format, state the Purchase Order number (provided separately to this form), and sent via email to

AccountsPayable.OCR@education.gov.uk

BUYER'S AUTHORISED REPRESENTATIVE

██████████

Project Manager – Senior Research Officer

██████████

Department for Education, Sanctuary Buildings, Great Smith Street,

RM6126 - Research & Insights DPS

Project Version: v1.0

Model Version: v1.3

London SW1P 3BT

BUYER'S ENVIRONMENTAL POLICY

Sustainability & Climate Change Strategy available online at: [Sustainability and climate change strategy - GOV.UK \(www.gov.uk\)](https://www.gov.uk/sustainability-and-climate-change-strategy)

BUYER'S SECURITY POLICY

Personal Information Charter available online at: [Personal information charter - Department for Education - GOV.UK \(www.gov.uk\)](https://www.gov.uk/personal-information-charter)

SUPPLIER'S AUTHORISED REPRESENTATIVE

[REDACTED]

Research Support Manager

[REDACTED]

University of Warwick

University House

Coventry

CV4 8UW

SUPPLIER'S CONTRACT MANAGER

[REDACTED]

[REDACTED]

University of Warwick

University House

Coventry

CV4 8UW

PROGRESS REPORT FREQUENCY

Fortnightly, ahead of the progress meeting

PROGRESS MEETING FREQUENCY

Fortnightly

KEY STAFF

Name	Project role	Email
[REDACTED]	Principle Investigator	[REDACTED]
[REDACTED]	Senior Researcher	[REDACTED]
[REDACTED]	Senior Researcher	[REDACTED]

KEY SUBCONTRACTOR(S)

- University of Sheffield [REDACTED]
- Omnifolio [REDACTED]
-

E-AUCTIONS

Not applicable

COMMERCIALLY SENSITIVE INFORMATION

See Joint Schedule 4

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:		Signature:	
Name:		Name:	
Role:		Role:	
Date:		Date:	