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

**Order Form**

ORDER REFERENCE: **CCZZ24A21**

THE BUYER: **Cabinet Office**

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

THE SUPPLIER: **Korn Ferry (UK) Limited**

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

REGISTRATION NUMBER: **00763575**

DUNS NUMBER: **211578638**

DPS SUPPLIER REGISTRATION SERVICE ID: **To be confirmed at award**

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated **6 March 2025.**

It’s issued under the DPS Contract with the reference number CCZZ24A21 for the provision of Salary Benchmarking Survey Database Access.

DPS FILTER CATEGORY(IES):

Category reference: 56433

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)
3. DPS Special Terms
4. The following Schedules in equal order of precedence:

* Joint Schedules for CCZZ24A21
  + Joint Schedule 2 (Variation Form)
  + Joint Schedule 3 (Insurance Requirements)
  + Joint Schedule 4 (Commercially Sensitive Information)
  + Joint Schedule 10 (Rectification Plan)
  + Joint Schedule 11 (Processing Data)
* Order Schedules for CCZZ24A21
  + Order Schedule 1 (Transparency Reports)
  + Order Schedule 2 (Staff Transfer)
  + Order Schedule 3 (Continuous Improvement)
  + Order Schedule 5 (Pricing Details) **REDACTED TEXT under FOIA Section 43 Commercial Interests.**
  + Order Schedule 20 (Order Specification)

1. CCS Core Terms (DPS version) v1.0.3
2. Joint Schedule 5 (Corporate Social Responsibility)
3. Order Schedule 4 (Order Tender) **REDACTED TEXT under FOIA Section 43 Commercial Interests.** 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:

**To be confirmed at award**

ORDER START DATE: 1st April 2025

ORDER EXPIRY DATE: 31st March 2026

ORDER INITIAL PERIOD: 1 year (extension period of 1+1 years for a total of 3 years)

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£19,500.00 (exc VAT)

ORDER CHARGES

See details in Order Schedule 5 (Pricing Details) **REDACTED TEXT under FOIA Section 43 Commercial Interests.**

REIMBURSABLE EXPENSES

Recoverable as stated in the DPS Contract

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:

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

BUYER’S AUTHORISED REPRESENTATIVE

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

BUYER’S ENVIRONMENTAL POLICY

[**https://www.gov.uk/government/publications/cabinet-office-environmental-policy-statement/cabinet-office-environmental-policy-statement**](https://www.gov.uk/government/publications/cabinet-office-environmental-policy-statement/cabinet-office-environmental-policy-statement)

BUYER’S SECURITY POLICY

[**https://www.security.gov.uk/policy-and-guidance/policy/**](https://www.security.gov.uk/policy-and-guidance/policy/)

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

On the first Working Day of each calendar month

PROGRESS MEETING FREQUENCY

Quarterly on the first Working Day of each quarter

KEY STAFF

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

KEY SUBCONTRACTOR(S)

Not Applicable

E-AUCTIONS

Not applicable

COMMERCIALLY SENSITIVE INFORMATION

Not applicable

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

Not applicable

GUARANTEE

Not applicable

SOCIAL VALUE COMMITMENT

Not applicable

|  |  |  |  |
| --- | --- | --- | --- |
| **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: | 24th March 2025 | Date: | 24 March 2025 |