

DPS Schedule 6 (Order Form Template and Order Schedules)

Order Form

ORDER REFERENCE: **UKRI-2840**

THE BUYER: **UK Research and Innovation**

BUYER ADDRESS **Swindon office UK Research and Innovation Polaris House Swindon SN2 1FL.**

THE SUPPLIER: Helix Research and Evaluation Ltd

SUPPLIER ADDRESS: 24 Chosen View Road,
Cheltenham, England, GL51 9LT

REGISTRATION NUMBER: 12414193

DUNS NUMBER: 225640475

This Order Form, when completed and executed by both Parties, forms an Order Contract. An Order Contract can be completed and executed using an equivalent document or electronic purchase order system.

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated 27 July 2023.

It's issued under the DPS Contract with the reference number **RM6126/ UKRI-2840** for the provision of services, **Impact Evaluation of the Growing Research Capacity (GROW) programme.**

DPS FILTER CATEGORY(IES):
Not applicable

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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**
3. 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 **UKRI-2840** Order reference number]
 - Order Schedule 2 (Staff Transfer)
 - Order Schedule 3 (Continuous Improvement)
 - Order Schedule 5 (Pricing Details)
 - Order Schedule 7 (Key Supplier Staff)
 - Order Schedule 20 (Order Specification)
4. CCS Core Terms (DPS version) v1.0.3
5. Joint Schedule 5 (Corporate Social Responsibility) **RM6126** DPS Contract reference number
6. 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:

None

ORDER START DATE: 31st July 2023

ORDER EXPIRY DATE: 30th July 2024

ORDER INITIAL PERIOD: 12 Months

DELIVERABLES

RM6126 - Research & Insights DPS
Project Version: v1.0
Model Version: v1.3

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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 **£97,000.00 ex VAT**

ORDER CHARGES

See details in Order Schedule 5 (Pricing Details)

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

FOIA Section 43 Commercial

FOIA Section 43 Commercial

FOIA Section 43 Commercial

BUYER'S INVOICE ADDRESS:

UK Research and Innovation
Polaris House,
North Star Avenue,
Swindon,
SN2 1UH

BUYER'S AUTHORISED REPRESENTATIVE

FOIA Section 40 Personal Information

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BUYER'S ENVIRONMENTAL POLICY

<https://www.ukri.org/about-us/policies-standards-and-data/corporate-policies-and-standards/environmental-sustainability/>

BUYER'S SECURITY POLICY

In line with UKRI Data Security checks

SUPPLIER'S AUTHORISED REPRESENTATIVE

FOIA Section 40 Personal Information

SUPPLIER'S CONTRACT MANAGER

FOIA Section 40 Personal Information

PROGRESS REPORT FREQUENCY

Every 2 weeks

PROGRESS MEETING FREQUENCY

Every 2 weeks

KEY STAFF

FOIA Section 40 Personal Information (Director), **FOIA Section 40 Personal Information** (Director) and **FOIA Section 40 Personal Information** (Associate)

KEY SUBCONTRACTOR(S)

Not Applicable

E-AUCTIONS

Not applicable

COMMERCIALLY SENSITIVE INFORMATION

Supplier's rates/information

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

Not applicable

GUARANTEE

Not applicable

SOCIAL VALUE COMMITMENT

Not applicable

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For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	FOIA Section 40 Personal Information	Signature:	FOIA Section 40 Personal Information
Name:	FOIA Section 40 Personal Information		FOIA Section 40 Personal Information
	FOIA Section 40 Personal Information		FOIA Section 40 Personal Information
	FOIA Section 43 Commercial	Date:	FOIA Section 43 Commercial