



Workforce Alliance

Collaborating for a Sustainable Workforce

National Framework for the Provision of Clinical and Healthcare Staffing

Annex 1: Order Form

FROM:

CONTRACTING AUTHORITY	UK Health Security Agency
CONTRACTING AUTHORITY ADDRESS	Nobel House 17 Smith Square London SW1P 3HX
INVOICE ADDRESS (if different)	Consolidated monthly invoicing - all invoices must quote a valid PO number and shall be accompanied by the relevant timesheets.
CONTRACTING AUTHORITY CONTACT	
ORDER NUMBER	C175517 PRO_5869
ORDER DATE	As per signature date
COMMENCEMENT DATE	16 th September 2022
ANTICIPATED END DATE	31 st December 2022

TO:

SUPPLIER	IMC Locums Limited
SUPPLIER'S ADDRESS	Unit 6 Hersham Farm Business Park, Longcross Road Chertsey KT16 0DN
ACCOUNT MANAGER	
PART 1: SERVICE REQUIREMENT	
PART 1.1: SERVICE AND DELIVERABLES REQUIRED: Temporary Worker	
Requirements:	
LOT: (If Lots 1-5, please indicate if Master Vendor)	Lot 3
NUMBER OF ROLES REQUIRED:	See Schedule 1
NUMBER OF CVS REQUIRED:	See Schedule 1
JOB ROLE/TITLE:	See Schedule 1



Crown
Commercial
Service



Procurement in Partnership
The Collaboration of NHS Procurement Hubs

Delivered by

NHS Commercial Solutions
NHS East of England Collaborative Procurement Hub
NHS London Procurement Partnership
NHS North of England Commercial Procurement Collaborative

	PAY BAND/GRADE:	See Schedule 1
	HOURS/DAYS REQUIRED:	See Schedule 1
	ANY UNSOCIAL HOURS REQUIRED? (GIVE DETAIL)	N/A
	RELEVANT RISK ASSESSMENT/SAFEGUARDING REQUIREMENTS	BPSS required – Costs to be absorbed by the supplier. We reserve the right to release contractors where we do not receive confirmation of BPSS within 4 weeks of their start date.
	IMMUNISATION REQUIREMENTS	N/A
	HIGH COST AREA SUPPLEMENT?	None
	SKILLS, TRAINING AND QUALIFICATIONS NECESSARY TO PERFORMANCE OF THE ROLE:	See Schedule 1
	PERSON AND DEPT TO WHOM WORK- SEEKER SHOULD REPORT AT START:	
	EXPENSES	Expenses to be agreed in advance
	ADDITIONAL REQUIREMENTS:	N/A
	SHIFT START DATE:	16 th September 2022
	PART 1.2: PAYMENT PROFILE WILL BE 'ON COMPLETION OF WORKS' AS PER PARAGRAPH 9.3 OF SCHEDULE 2 OF THESE CALL-OFF TERMS AND CONDITIONS.	
	DISCOUNTS APPLICABLE:	None
	METHOD OF PAYMENT	BACs or alternative payment method as agreed between the Contracting Authority and the Agency. Invoice will be raised weekly for week worked. Standard 30 days payment terms
	PART 1.3: ACCEPTANCE PRIOR TO PAYMENT	
	[GUIDANCE NOTE: Completion of an assignment checklist by Service Provider]	
	PART 2: CONTRACTING AUTHORITY CONTRACTUAL REQUIREMENTS & DELIVERABLES	
	The resources supplied under this agreement shall work under the direction and control of UKHSA and shall carry out duties and tasks reasonably assigned to them that they are competent and qualified to perform.	

At the end of the contract (or earlier, if resources are terminated early), the agency will [REDACTED] to agree a date with UKHSA to return any UKHSA IT [REDACTED] (in the state in which it was supplied) within a maximum of 5 [REDACTED] day. If the contractor does not engage with UKHSA, the [REDACTED] [REDACTED] to the contractor and support UKHSA to ensure the return [REDACTED] and property. UKHSA reserve the right to withhold up to £750 [REDACTED] agency until all UKHSA IT equipment and property has been [REDACTED]

PART 3: FURTHER-COMPETITION ORDER - ADDITIONAL REQUIREMENTS (IF APPLICABLE)

PART 3.1: SUPPLEMENTARY REQUIREMENTS IN ADDITION TO CALL-OFF TERMS AND CONDITIONS:

N/A

PART 3.2: VARIATIONS TO CALL-OFF TERMS AND CONDITIONS:

N/A

PART 4: PERFORMANCE OF THE SERVICES AND DELIVERABLES

PART 4.1: KEY PERSONNEL OF THE SERVICE PROVIDER TO BE INVOLVED IN THE SERVICES AND DELIVERABLES:

[REDACTED]

PART 4.2: SUB-CONTRACTORS TO BE INVOLVED IN THE SERVICES AND DELIVERABLES:

N/A

PART 5: CONFIDENTIAL INFORMATION

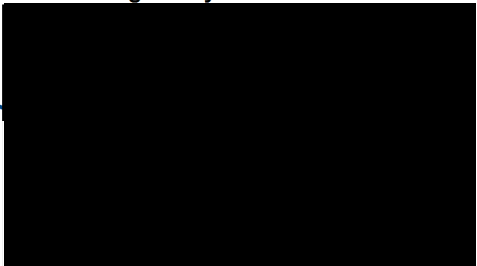
PART 5.1: THE FOLLOWING INFORMATION SHALL BE DEEMED COMMERCIAL SENSITIVE INFORMATION OR CONFIDENTIAL INFORMATION:

N/A

BY SIGNING AND RETURNING THIS ORDER FORM THE SUPPLIER AGREES to enter a legally binding contract with the Contracting Authority to provide to the Contracting Authority the Services specified in the Service Order Requirements set out in this Order Form [(together with where completed and applicable, the further-competition order (additional requirements))] incorporating the rights and obligations in the Call-Off Terms and Conditions set out in the Framework Agreement between the Supplier and the Authority.

FOR AND ON BEHALF OF THE SUPPLIER:

DocuSigned by:



Date Signed: 5/06/23

FOR AND ON BEHALF OF THE CONTRACTING AUTHORITY:

DocuSigned by:



Date Signed: 06/06/2023

Workforce Alliance
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[illegible]

	Total	£17,823.33
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[REDACTED]

[REDACTED]

[REDACTED]