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RM6002: Permanent Recruitment Order Form Template (Short Form)

CCPF21A09 T&T Executive Search for Trace Director Role

Order Form

This Order Form is for the provision of the Call-Off Deliverables. It is issued under the Framework Contract with the reference number [RM6002 Permanent Recruitment](#).

Buyer Name	Department for Health and Social Care (DHSC)
Buyer Contact	REDACTED
Buyer Address	REDACTED

Supplier Name	GatenbySanderson Limited
Supplier Contact	REDACTED
Supplier Address	REDACTED

Framework Ref	RM6002 (Permanent Recruitment)
Framework Lot	Lot 7: Executive Search – Senior Roles
Call-Off (Order) Ref	CCPF21A09
Call-Off Charges	£24,000.00 (excluding VAT)
	REDACTED
Call-Off Start Date	06.05.2021
Call-Off Expiry Date	04.06.2021
Extension Options	None
GDPR Position	Independent Controller

CALL-OFF INCORPORATED TERMS

The Call-Off Contract, including the RM6002 Call-off terms conditions v1.0 can be viewed in the 'Documents' tab of the Permanent Recruitment framework page on the CCS website. Visit the [Permanent Recruitment](#) webpage and click the "Documents" tab to view and download these.

No other Supplier terms are part of the Call-Off Contract. That includes any terms written on the back of, or added to, this Order Form, or presented at the time of delivery.

CALL-OFF DELIVERABLES

Framework Ref: RM6002 Permanent Recruitment
Contract Reference: CCPF21A09

The requirement

The Supplier will provide executive search services for the Trace Director role.

The Trace Director role will be a twelve-month FTA.

The Scope of services extends to:

- Screening of potential candidates;
- Production of long and short list of candidates;
- Advertisement of role;
- Arrangement of interviews;
- Weekly calls with Dido Harding and SCS Resourcing Team (Alice and Joanne) to discuss progress of the search and any challenges; and
- Management of offer and appointment process.

Due to the urgent nature of the role it is vital that the suitable candidate is in place by June 2021.

REDACTED

PERFORMANCE OF THE DELIVERABLES

Key Staff

REDACTED

Key Subcontractors

Not Applicable

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	REDACTED	Signature:	REDACTED
Name:	REDACTED	Name:	REDACTED
Role:	REDACTED	Role:	REDACTED
Date:	REDACTED	Date:	REDACTED

Appendix 1 - List of Approved Users

Not Applicable.