**Framework Schedule 6 (Direct Award short order form template and Call-Off Schedules)**

**Order Form**

CALL-OFF REFERENCE: CCCB23A03

THE BUYER: REDACTED TEXT under FOIA Section 40, Personal Information

BUYER ADDRESS REDACTED TEXT under FOIA Section 40, Personal Information

THE SUPPLIER: REDACTED TEXT under FOIA Section 40, Personal Information

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

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

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 28/11/2023

It’s issued under the Framework Contract with the reference number RM6229 for the provision of Permanent Recruitment.

CALL-OFF LOT(S):

Lot 2: Non Clinical General Recruitment

CALL-OFF INCORPORATED TERMS

The following documents are incorporated into this Call-Off 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
2. Joint Schedule 1(Definitions and Interpretation) **RM6229**
3. The following Schedules in equal order of precedence:

* Joint Schedules for **RM6229**
  + 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)

* Call-Off Schedules for **RM6229** 
  + Call-Off Schedule 5 (Pricing Details)
  + Call-Off Schedule 7 (Key Supplier Staff)
  + Call-Off Schedule 14 (Service Levels)
  + Call-Off Schedule 15 (Call-Off Contract Management)
  + Call-Off Schedule 20 (Call-Off Specification)

1. CCS Core Terms (version 3.0.11)
2. Joint Schedule 5 (Corporate Social Responsibility) **RM6229**

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

CALL-OFF START DATE: 13/11/2023

CALL-OFF EXPIRY DATE: 12/04/023

GDPR POSITION

Independent Controller

MAXIMUM LIABILITY

The limitation of liability for this Call-Off Contract is stated in Clause 11.2 of the Core Terms.

CALL-OFF DELIVERABLES

CCS is recruiting for a specialist, hard to fill role for a Head of Enterprise Architecture and is requires the support of an external recruitment agency. search and find appointable candidates for the Head of Enterprise Architecture role with diversity being key in their search. They will assess all candidates against the essential criteria of the role and give them a score of either A, B or C. A being the highest rated candidate most suitable for the role. The aim is to have 4 - 5 shortlisted candidates for an interview.

See Call-Off Schedule 20 (Call-Off Specification)

CALL-OFF CHARGES

£17,000.00 (excluding VAT)

£20,400.00 (including VAT)

PAYMENT METHOD

Payment upon completion.

BUYER’S INVOICE ADDRESS:

REDACTED TEXT under FOIA Section 40, Personal Information

BUYER’S AUTHORISED REPRESENTATIVE

REDACTED TEXT under FOIA Section 40, Personal Information

SUPPLIER’S AUTHORISED REPRESENTATIVE

REDACTED TEXT under FOIA Section 40, Personal Information

SUPPLIER’S CONTRACT MANAGER:

REDACTED TEXT under FOIA Section 40, Personal Information

|  |  |  |  |
| --- | --- | --- | --- |
| **For and on behalf of the Supplier:** | | **For and on behalf of the Buyer:** | |
| Signature: |  | Signature: |  |
| Name: |  | Name: |  |
| Role: |  | Role: |  |
| Date: |  | Date: |  |