

## Framework Schedule 6a (Short Order Form Template and Call-Off Schedules)

### Order Form

CALL-OFF REFERENCE: C256976

THE BUYER: Secretary of State for The Department of Health and Social Care  
acting as part of the Crown

BUYER ADDRESS 39 Victoria Street, London, SW1H 0EU

THE SUPPLIER: Insight Executive Group Limited

SUPPLIER ADDRESS: The Courtyard, Shoreham Road, Upper Beeding,  
Steyning, West Sussex, BN44 3TN

REGISTRATION NUMBER: **09284301**

SID4GOV ID: **22-045-3353**

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.

If an electronic purchasing system is used instead of signing as a hard-copy, text below must be copied into the electronic order form **starting from 'APPLICABLE FRAMEWORK CONTRACT' and up to, but not including, the Signature block.**

#### APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and 15/03/2024

It's issued under the Framework Contract with the reference number RM6277 for the provision of Non Clinical Staff.

CALL-OFF LOT(S):  
Lot 1 - Admin & Clerical



## CALL-OFF INCORPORATED TERMS

This is a Bronze Contract.

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) RM6277
3. The following Schedules in equal order of precedence:
  - Joint Schedules for RM6277
    - Joint Schedule 2 (Variation Form)
    - Joint Schedule 3 (Insurance Requirements)
    - Joint Schedule 4 (Commercially Sensitive Information)
    - Joint Schedule 7 (Financial Difficulties including Annex 5 Optional Terms for Bronze Contracts)
    - Joint Schedule 10 (Rectification Plan)
    - Joint Schedule 11 (Processing Data)
  - Call-Off Schedules for RM6277
    - Call-Off Schedule 1 (Transparency Reports)
    - Call-Off Schedule 2 (Staff Transfer)
    - Call-Off Schedule 3 (Continuous Improvement)
4. CCS Core Terms (version 3.0.11)
5. Joint Schedule 5 (Corporate Social Responsibility) RM6277

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: **18/03/2024**

CALL-OFF EXPIRY DATE: **13/09/2024**

## CALL-OFF DELIVERABLES

The provision of Non Clinical Temporary staff or any other temporary staff or fixed term workers. **Insert** any relevant information in relation to the Deliverables]

[If awarding for a single or specific workers **Insert** details as below]





#### GDPR POSITION

The GDPR provisions for this Call-Off Contract are stated in Joint Schedule 11 – Processing Data, and its annexes.

The contact details of the Relevant Authority's Data Protection Officer are:

**[Insert]** Contact details]

The contact details of the Supplier's Data Protection Officer are:

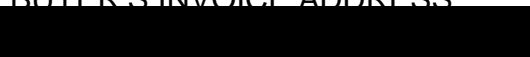


#### MAXIMUM LIABILITY

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



BUYER'S INVOICE ADDRESS:





**BUYER'S AUTHORISED REPRESENTATIVE**

[Redacted]

**SUPPLIER'S AUTHORISED REPRESENTATIVE**

[Redacted]

**Insight Executive Group  
Northern & Shell Building  
10 Lower Thames Street,  
London, EC3R 6AF**

**SUPPLIER'S CONTRACT MANAGER**

**Same as above**

[Redacted]

execution by seal / deed where required by the Buyer