# HSE FLEXIBLE WORKFORCE SOLUTIONS FRAMEWORK ORDER FORM

## PART 1: CLIENT INFORMATION

HEALTH AND SAFETY EXECUTIVE Health & Safety Executive CUSTOMER

**SERVICE ADDRESS** 

**Redgrave Court** 

Bootle Liverpool L20 7HS

LINE MANAGER

(timesheet authorisation, as above unless

stated otherwise)

HSE CONTRACT REF NO.

1.11.4.3787

CONTRACTOR

**Certes Computing Ltd** 

SERVICE ADDRESS

The Courtyard Roman Way Coleshill Birmingham B46 1HQ

**ACCOUNT MANAGER** 



PART 2: SERVICE REQUIREMENTS

NAME OF INTERIM PERSONNEL

Coa Adon

ITF

FRAMEWORK DISCIPLINE AREA

JOB ROLE / TITLE

**Network Architect** 

JOB DESCRIPTION

(including details if part-time / full-time, hours of work, location)

**IR35 ASSESSMENT** 





**COMMENCEMENT DATE** 

4 January 2021

**END DATE** 

31 March 2021

**TERMINATION** 

A Termination Notice Period of one (1) weeks is applicable to this

assignment, unless otherwise agreed

in writing between both parties.

PART 3: FEES / CHARGES

#### i) DAILY CHARGE RATE APPLICABLE

				<u>Daily</u>	Total Daily
				<u>Agency</u>	Fee
		<u>No</u>	<u>Candidate</u>	Fee	
<b>Date From</b>	<u>To</u>	<u>Days</u>	Daily Rate		
04/01/2021	31/03/2021	63	£600	£50	£650
Totals			£37,800	£3150	£40,950

#### ii) TRAVEL AND SUBSISTENCE

Where appropriate, HSE will pay actual and reasonable Travel and Subsistence costs to the contracted Interim Personnel, subject to the prior approval of their HSE Line Manager and in line with the follwing HSE Standard Travel and Subsistence rates.



#### PART 4: INVOICING & PAYMENTS

All invoices raised <u>must</u> include the relevant Purchase Order number. Failure to include the Purchase Order Number may delay payment. In all cases ivoices should be submitted to the following address:

**INVOICING ADDRESS** 

(electronic only)

APinvoices-HAS-U@gov.sscl.com

Copy to the Line Manager

PURCHASE ORDER NO. To Be Advised

(to be quoted on all invoices)

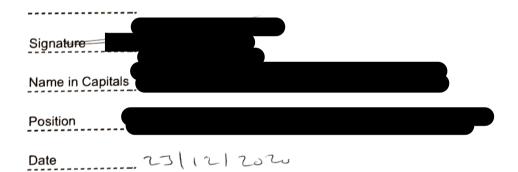
### PART 5: SIGNATORIES

By signing and returning this Order Form the Contractor agrees to enter into a legally binding contract with HSE to provide the services under the terms of the Form of Agreement and specified in the Order Form.

## IN WITNESS WHEREOF THIS CONTRACT HAS BEEN AGREED:

Signature	
Name in Capitals	
Position	
Date	

Duly authorised to sign on behalf of **CERTES COMPUTING LIMITED**3, The Courtyard, Roman Way, Coleshill, Birmingham, B46 1HQ



Duly authorised to sign on behalf of the **HEALTH AND SAFETY EXECUTIVE**2.3 Redgrave Court, Merton Road, Bootle, Merseyside L20 7HS