**Framework Schedule 6 (Order Form Template and Call-Off Schedules)**Crown Copyright 2018

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

**Order Form**

CALL-OFF REFERENCE: **712214450**

THE BUYER: Defence Infrastructure Organisation

BUYER ADDRESS ***Redacted***

THE SUPPLIER: IRG Advisors LLP trading as Berwick Partners

SUPPLIER ADDRESS: ***Redacted***

REGISTRATION NUMBER: ***Redacted***

DUNS NUMBER: ***Redacted***

SID4GOV ID: ***Redacted***

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 [**03/07/2024]**

It’s issued under the Framework Contract with the reference number RM6290 for the provision of Executive & Non Executive Recruitment Services.

CALL-OFF LOT(S): Lot 1 Executive Search - Grade 6, SCS1 & SCS2 (and equivalents)

Framework Ref: RM6290

Project Version: v1.0 1   
Model Version: v3.8

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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) **RM6290**
3. The following Schedules in equal order of precedence:

* Joint Schedules for **RM6290**
* Joint Schedule 2 (Variation Form)
* Joint Schedule 3 (Insurance Requirements)
* Joint Schedule 4 (Commercially Sensitive Information)
* Joint Schedule 6 (Key Subcontractors)
* Joint Schedule 7 (Financial Difficulties)
* Joint Schedule 8 (Guarantee)
* Joint Schedule 9 (Minimum Standards of Reliability)
* Joint Schedule 10 (Rectification Plan)
* Joint Schedule 11 (Processing Data)
* Joint Schedule 12 (Supply Chain Visibility)
* Call-Off Schedules for **RM6290**
* Call-Off Schedule 1 (Transparency Reports)
* Call-Off Schedule 2 (Staff Transfer)
* Call-Off Schedule 3 (Continuous Improvement)
* Call-Off Schedule 5 (Pricing Details)
* Call-Off Schedule 6 (ICT Services)
* Call-Off Schedule 7 (Key Supplier Staff)
* ~~Call Off Schedule 8 (Business Continuity and Disaster Recovery)~~
* ~~Call Off Schedule 9 (Security)~~
* Call-Off Schedule 10 (Exit Management)
* Call-Off Schedule 12 (Clustering)
* Call-Off Schedule 13 (Implementation Plan and Testing)
* Call-Off Schedule 14 (Service Levels)
* Call-Off Schedule 15 (Call-Off Contract Management)
* Call-Off Schedule 16 (Benchmarking)
* Call Off Schedule 17 (MOD Terms)
* Call-Off Schedule 18 (Background Checks)
* ~~Call Off Schedule 19 (Scottish Law)~~
* Call-Off Schedule 20 (Call-Off Specification)
* ~~Call off Schedule 21 (Northern Ireland Law)~~
* ~~Call Off Schedule 23 (HMRC Terms)~~

1. CCS Core Terms (version 3.0.11)
2. Joint Schedule 5 (Corporate Social Responsibility) **RM6290**

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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: **04/07/2024**

CALL-OFF EXPIRY DATE: **31/12/2024**

GDPR POSITION

Independent Data 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

|  |
| --- |
| **As per the Statement of Requirements.** |

CALL-OFF CHARGES

***Redacted***

Payment Schedule

* 25% on placement of advert
* 25% at acceptance of shortlist
* 50% upon successful appointment (acceptance of offer)

PAYMENT METHOD   
Via CP&F and Exostar

BUYER’S INVOICE ADDRESS:   
Via CP&F and Exostar

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**Framework Schedule 6 (Order Form Template and Call-Off Schedules)**Crown Copyright 2018

BUYER’S AUTHORISED REPRESENTATIVE

***Redacted***

SUPPLIER’S AUTHORISED REPRESENTATIVE

***Redacted***

SUPPLIER’S CONTRACT MANAGER

***Redacted***

|  |  |  |  |
| --- | --- | --- | --- |
| **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: | 04/07/2024 | Date: | 04/07/2024 |

[**Buyer guidance:** execution by seal / deed where required by the Buyer].

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