

RM6160: Non Clinical Temporary and Fixed Term Staff (Short Form)

For help with completing this Order Form please refer to the Short Order Form FAQ's [here](#)

Guidance:

This Order Form, when completed and signed by both you (the Contracting Authority) and the Supplier, forms a Call-Off Contract from CCS framework RM6160, Non Clinical Temporary and Fixed Term Staff. Signing the Order Form ensures that both parties are able to compliantly use the terms and conditions agreed from the procurement exercise.

You can complete and execute a Call-Off contract by using an equivalent document or electronic purchase order system. If an electronic purchasing system is used, the text below must be copied into the electronic order form.

Order Form Template

This Order Form is for the provision of the Call-Off Deliverables. It is issued under the **Framework Contract RM6160**: Non Clinical Temporary and Fixed Term Staff.

Contracting Authority Name	Department of Health and Social Care
Contracting Authority Contact	Redacted inline with FOIA
Contracting Authority Address	39 Victoria Street, Westminster, London SW1H 0EU
Invoice Address (if different)	Redacted inline with FOIA

Supplier Name	Hunter Healthcare Resourcing Limited
Supplier Contact	Redacted inline with FOIA
Supplier Address	56-58 Bloomsbury Street, London WC1B 3QT

Framework Ref	RM6160: Non Clinical Temporary and Fixed Term Staff
Framework Lot	CCS RM6160 - Lot 2 - Interim
Order reference number (e.g. purchase order number)	
Date order placed	Redacted
Call off Start Date	27 July 2022
Call-Off Expiry Date	30 September 2022
Extension Options	Redacted inline with FOIA
GDPR Position	Independent Controller (default unless specified); or Controller to Processor; or Joint Controller
Job role / Title	SEO Financial Accountant
Notice Period	Redacted inline with FOIA
Temporary or Fixed Term Assignment	[GUIDANCE NOTE: Fixed term workers are on the Contracting Authority's Payroll]
Hours / Days required	48 days

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Unsocial hours required – give details	Redacted inline with FOIA
High cost area supplement details (NHS only)	Redacted inline with
Immunisation requirements? (Fee type 1 only)	

Pay band (use rate card to determine this)	Redact												
Fee Type	2. Non-Patient Facing (Disclosure)												
Expenses to be paid or benefits offered	Redacted inline with FOIA												
Expenses to be paid by Temporary Worker	Red												
Charge rates	<table> <tr> <td>Pre-AWR</td><td></td></tr> <tr> <td>Redacted inline with FOIA</td><td></td></tr> <tr> <td></td><td></td></tr> <tr> <td></td><td></td></tr> <tr> <td>Re</td><td></td></tr> <tr> <td>£21,650.88 (excluding VAT)</td><td></td></tr> </table>	Pre-AWR		Redacted inline with FOIA						Re		£21,650.88 (excluding VAT)	
Pre-AWR													
Redacted inline with FOIA													
Re													
£21,650.88 (excluding VAT)													
Method of payment	Redacted inline with FOIA												
Discounts applicable													

Criminal records check required	Yes / No
BPSS required	Yes / No
State any other required clearance and/or background checking	
State any skills, mandatory training and qualifications necessary for the role	

CALL-OFF INCORPORATED TERMS

The Call-Off Contract, Core Terms and Joint Schedules' for this Framework Contract are available on the CCS website. Visit the [Non Clinical Temporary and Fixed Term Staff](#) web page and click the 'Documents' tab to view and download these.

CALL-OFF DELIVERABLES

The requirement

PERFORMANCE OF THE DELIVERABLES

Key Staff
Redacted inline
Key Subcontractors
Redacted inline with

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For and on behalf of the Supplier:		For and on behalf of the Contracting Authority:	
Signature:	Redacted inline with FOIA	Signature:	Redacted inline with FOIA
Name:		Name:	
Role:		Role:	
Date:	19/07/2022	Date:	22/07/2022