

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

### **Order Form**

CALL-OFF REFERENCE:



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

BUYER ADDRESS 39 Victoria Street, London, SW10EU

THE SUPPLIER: Miles Advisory

SUPPLIER ADDRESS: 20 N Audley Street, London, WK1 6WE

REGISTRATION NUMBER: OC426909

DUNS NUMBER:



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 27/11/2023

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)

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

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: **04/12/2023**

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**CALL-OFF EXPIRY DATE: 31/03/2024**

**GDPR POSITION**

Independent Controller (default unless specified); or Controller to Processor; or Joint 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**

The Services are: an executive search firm to find suitable candidates for the Director of Commercial (SCS2) role at DHSC. This is a Government Commercial Office (GCO) role and GCO will be leading on the recruitment, however, DHSC are required to appoint an executive search firm given the role is highly specialist.

The Director of Commercial is a business-critical role that needs to be filled in 6-8 weeks for business continuity

**CALL-OFF CHARGES**

[REDACTED]

**PAYMENT METHOD**

Payment by BACS within 30 days of receiving a valid invoice

**BUYER'S INVOICE ADDRESS:**

[REDACTED]

**BUYER'S AUTHORISED REPRESENTATIVE**

[REDACTED]

FAO [REDACTED]

**SUPPLIER'S AUTHORISED REPRESENTATIVE**

[REDACTED]

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For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	<div><div>DocuSigned by:</div><div></div></div>	Signature:	
Name:		Name:	
Role:		Role:	
Date:	12/1/2023	Date:	04/12/2023