



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

## Order Form

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.

|                                       |  |
|---------------------------------------|--|
| <b>Contracting Authority Name</b>     | HM Treasury  |
| <b>Contracting Authority Contact</b>  | [REDACTED]   |
| <b>Contracting Authority Address</b>  | 1 Horse Guards Road,<br>London,<br>SW1A 2HQ  |
| <b>Invoice Address (if different)</b> | HM Treasury,<br>Rosebery Court,<br>St Andrew's Business Park,<br>Norwich,<br>NR7 0HS |

|                         |   |
|-------------------------|---|
| <b>Supplier Name</b>    | Green Park Interim & Executive Limited  |
| <b>Supplier Contact</b> | [REDACTED]  |
| <b>Supplier Address</b> | 4 <sup>th</sup> Floor Partnership House<br>Carlisle Place<br>London<br>SW1P 1BX |

|  |  |
|--|--|
| <b>Framework Ref</b>                                       | RM6160: Non Clinical Temporary and Fixed Term Staff                    |
| <b>Framework Lot</b>                                       | Lot 2: Corporate Functions   |
| <b>Order reference number (e.g. purchase order number)</b> |  |
| <b>Date order placed</b>                                   | 20/03/2023   |
| <b>Call off Start Date</b>                                 | 01/04/2023   |
| <b>Call-Off Expiry Date</b>                                | 30/10/2023   |
| <b>Extension Options</b>                                   | Two (2) x six (6) Months   |
| <b>GDPR Position</b>                                       | Independent Controller   |
| <b>Job role / Title</b>                                    | N/A  |
| <b>Temporary or Fixed Term Assignment</b>                  | Temporary  |
| <b>Hours / Days required</b>                               | N/A Delivery will be against mutually agreed work-package deliverables |
| <b>Unsocial hours required – give details</b>              | N/A  |
| <b>Immunisation requirements? (Fee type 1 only)</b>        | N/A  |

|   |   |
|---|---|
| <b>Pay band (use rate card to determine this)</b> | N/A   |
| <b>Fee Type</b>                                   | Non-Patient Facing (No Disclosure required) |

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|   |   |
|---|---|
| Expenses to be paid or benefits offered | None  |
| Expenses to be paid by Temporary Worker | None  |
| <b>Charge rates</b>                     | The milestone charges under this contract will be broken down in to work packages agreed in advance with HMT and invoiced on a monthly basis.                         |
| <b>Method of payment</b>                | Invoices should be submitted to:<br><a href="mailto:InvoiceQueries@hmtreasury.gov.uk">InvoiceQueries@hmtreasury.gov.uk</a> in line with deliverables being completed. |
| <b>Discounts applicable</b>             | None  |

|   |   |
|---|---|
| <b>Criminal records check required</b>  | No  |
| <b>BPSS required</b>  | As a minimum CTC clearance is required.   |
| <b>State any other required clearance and/or background checking</b>                  | Where required the Supplier's staff assigned to the contract shall have SC level clearance HMT will advise on a project by project basis whether SC is required for the Project.<br><br>DV may be required as and when necessary. |
| <b>State any skills, mandatory training and qualifications necessary for the role</b> | Each project's scope of work will determine the appropriate skills, qualifications and experience required from the team delivering it.   |

## **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**

| <b>The requirement</b>  |
|---|
| <p>HMT require a Delivery Partner that is able to deploy multidisciplinary teams and SMEs to flexibly support the delivery of its portfolio of work over the life of the contract. As requirements arise individual statements of work will be agreed and aligned to discrete delivery phases.</p> <p>The first engagement under this contract will be to support the Data Centre Exit programme where there is an urgent need to expedite enabling and decommissioning activities to get the TrIS service completely out of managed DCs in order to deliver cost saving benefits of moving TrIS services into the Cloud. HMT require a team of programme and technical resources that can scope, plan and deliver the required activities to meet their target of DC exit by end of August 2023 and deliver the forecast savings.</p> <p>It is anticipated that the expertise required will include (but not be limited to):</p> <ul style="list-style-type: none"><li>• Programme Management</li><li>• Technical Project Management</li><li>• Technical Architecture</li><li>• Project Support</li><li>• Commercial Support</li></ul> |

## **PERFORMANCE OF THE DELIVERABLES**

| <b>Key Staff</b>          |
|---------------------------|
| <b>[REDACTED]</b>         |
| <b>Key Subcontractors</b> |
| Augmentas Group Limited   |

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| For and on behalf of the Supplier: |            | For and on behalf of the Contracting Authority: |            |
|------------------------------------|------------|---|------------|
| Signature:                         | [REDACTED] | Signature:                                      | [REDACTED] |
| Name:                              | [REDACTED] | Name:   | [REDACTED] |
| Role:                              | [REDACTED] | Role:   | [REDACTED] |
| Date:                              | 28/03/2023 | Date:   | 28/03/2023 |