

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

Order Form Template (Short Form)

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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	Secretary of State for Health and Social Care acting as part of the Crown Oscar number: <small>Redacted under s40 of FOIA</small>
Contracting Authority Contact	<small>Redacted under s40 of FOIA</small>
Contracting Authority Address	Department of Health and Social Care 39 Victoria Street Westminster Victoria London SW1H 0EU
Invoice Address (if different)	<small>Redacted under s40 of FOIA</small>

Supplier Name	Hays Specialist Recruitment Limited <small>Redacted under s40 of FOIA</small>
Supplier Contact	<small>Redacted under s40 of FOIA</small>
Supplier Address	4th Floor, 20 Triton Street, London, NW1 3BF

Framework Ref	RM6160: Non Clinical Temporary and Fixed Term Staff
Framework Lot	Lot 2
Call-Off (Order) Ref	TBA
Order Date	<small>Redacted under s40 of FOIA</small>
Call off Start Date	19 th April 2022
Call-Off Expiry Date	18 th October 2022
Extension Options	To be agreed

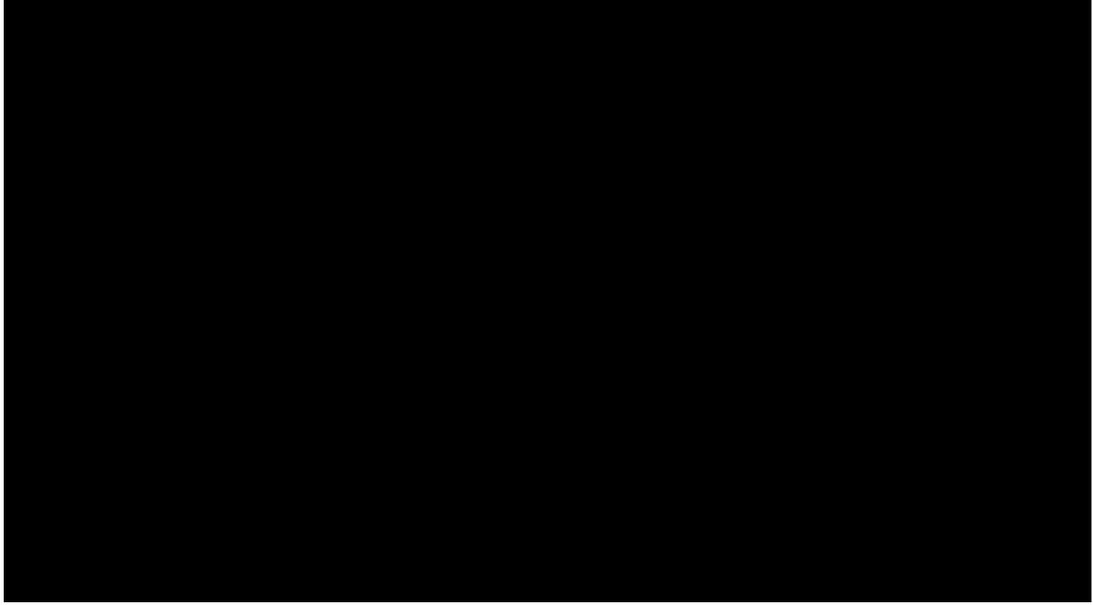
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GDPR Position	Independent Controller
Job role / Title	Redacted under s40 of FOIA
Temporary or Fixed Term Assignment	Temporary
Hours / Days required	7.4 hours per day
Unsocial hours required – give details	As agreed at point of supply
High cost area supplement details	1. None
DBS REQUIRED (FEE TYPE 1 AND 2 ONLY)	1. Basic
Immunisation requirements? (Fee type 1 only)	None

Pay band	Redacted	
Fee Type	Redacted under s43(2) of FOIA	
Expenses to be paid or benefits offered	Redacted	
Expenses to be paid by Temporary Worker	Redacted un	
Charge rates	Pre-AWR	Post-AWR
	Redacted under s43(2)	Redacted under s43(2) of FOIA
	Redacted under s43(2)	Redacted under s43(2) of FOIA
Method of payment	<p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p>	
Discounts applicable	Redacted under s43(2) of FOIA	

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	<u>Table 1</u> 
	<u>Table 2</u> 
	<i>Redacted under s43(2) of FOIA</i> 

Criminal records check	Yes - Basic
BPSS required	Yes
State required clearance and background checking	None
Skills, mandatory training and qualifications necessary for the role	Project management, project delivery.

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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
The Supplier will provide a Temporary Worker to perform the Assignment as detailed above

VARIATIONS TO CALL-OFF TERMS AND CONDITIONS

(i) <i>Redacted under s43(2) of FOIA</i> [Redacted]
[Redacted]

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(iii) *Redacted under s43(2) of FOIA*

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Redacted under s43(2) of FOIA

(iv) *Redacted under s43(2) of FOIA*

Redacted under s43(2) of FOIA

Redacted under s43(2) of FOIA

(vi) *Redacted under s43(2) of FOIA*

PERFORMANCE OF THE DELIVERABLES

Key Staff
<i>Redacted under s40 of FOIA</i>
Key Subcontractors
N/A

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For and on behalf of the Supplier:		For and on behalf of the Contracting Authority:	
Signature:	<i>Redacted under s40 of FOIA</i>	Signature:	<i>Redacted under s40 of FOIA</i>
Name:		Name:	
Role:		Role:	
Date:	11/4/2023	Date:	11/04/23