

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

### Order Form

CALL-OFF REFERENCE:	<b>GSS25162</b>
THE BUYER:	<b>UK Research and Innovation</b>
BUYER ADDRESS	<b>Polaris House, North Star Avenue, Swindon, SN2 1FF</b>
THE SUPPLIER:	<b>Perrett Laver Ltd</b>
SUPPLIER ADDRESS:	<b>9th Floor One Embassy Gardens London SW11 7BW</b>
REGISTRATION NUMBER:	<b>04337808</b>
DUNS NUMBER:	<b>423501209</b>

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 **25/02/2025**

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 3: Non-Executive and Public Appointments

**Framework Schedule 6 (Order Form and Call-Off Schedules)**  
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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 3 (Insurance Requirements)
    - Joint Schedule 4 (Commercially Sensitive Information)
    - Joint Schedule 11 (Processing Data)
  - Call-Off Schedules for **RM6290**
    - Call-Off Schedule 1 (Transparency Reports)
    - Call-Off Schedule 3 (Continuous Improvement)
    - Call-Off Schedule 5 (Pricing Details)
    - Call-Off Schedule 9 (Security) Part A
    - Call-Off Schedule 20 (Specification)
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: **10/03/2025**

CALL-OFF EXPIRY DATE: **09/03/2026**

### GDPR POSITION

As per Joint Schedule 11 (Processing Data).

### 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 Call-Off Schedule 20 (Specification).

### CALL-OFF CHARGES

The total value of this call off shall not exceed £149,400.00 excluding VAT, break down is included in Call-Off Schedule 5 (Pricing Details).

### PAYMENT METHOD

Framework Ref: RM6290  
 Project Version: v1.0  
 Model Version: v3.8

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Payments shall be made via BACS upon receipt on of invoice and Purchase Order

**BUYER'S INVOICE ADDRESS:**

UK Research and Innovation (UKRI) C/O UK SBS  
 Polaris House,  
 North Star Avenue, Swindon, SN2 1FF  
[finance@uksbs.co.uk](mailto:finance@uksbs.co.uk)

**BUYER'S AUTHORISED REPRESENTATIVE**

[REDACTED]  
 [REDACTED]  
 [REDACTED]

Polaris House, North Star Avenue, Swindon, SN2 1FL

**SUPPLIER'S AUTHORISED REPRESENTATIVE**

[REDACTED]  
 [REDACTED]  
 [REDACTED]

One Embassy Gardens, 8 Viaduct Gardens, London, SW11 7BW

**SUPPLIER'S CONTRACT MANAGER**

[REDACTED]  
 [REDACTED]  
 [REDACTED]

One Embassy Gardens, 8 Viaduct Gardens, London, SW11 7BW

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	[REDACTED]	Signature:	[REDACTED]
Name:		Name:	
Role:		Role:	
Date:		Date:	