

Framework Schedule 6a (Short Order Form Template and Call-Off Schedules)

Order Form

CALL-OFF REFERENCE: PROC 679-2023

THE BUYER: Competition and Markets Authority

BUYER ADDRESS The Cabot
25 Cabot Square
London
E14 4QZ

THE SUPPLIER: Robertson Bell Ltd

SUPPLIER ADDRESS: Innovation Centre (Uon), Green Street,
Northampton NN1 1SY

REGISTRATION NUMBER: 06278798

DUNS NUMBER: 210025356

SID4GOV ID:

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.

If an electronic purchasing system is used instead of signing as a hard-copy, text below must be copied into the electronic order form **starting from 'APPLICABLE FRAMEWORK CONTRACT' and up to, but not including, the Signature block.**

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 21st November 2023.

It's issued under the Framework Contract with the reference number RM6277 for the provision of Non Clinical Staff.

CALL-OFF LOT:
Lot 2 - Corporate Functions

CALL-OFF INCORPORATED TERMS

This is a Bronze Contract.

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) RM6277
3. The following Schedules in equal order of precedence:
 - Joint Schedules for RM6277
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 7 (Financial Difficulties including Annex 5 Optional Terms for Bronze Contracts)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
 - Call-Off Schedules for RM6277
 - 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 7 (Key Supplier Staff)
4. CCS Core Terms (version 3.0.11)
5. Joint Schedule 5 (Corporate Social Responsibility) RM6277

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: 27th November 2023

CALL-OFF EXPIRY DATE: 26th November 2024

CALL-OFF DELIVERABLES

The provision of Non Clinical Temporary staff or any other temporary staff or fixed term workers.

Job Role/Title	Will be included in the contingent labour briefing form
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Framework Schedule 6 (Short Order Form Template and Call-Off Schedules)

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Assignment Type	Will be included in the contingent labour briefing form
Hours/Days required	Will be included in the contingent labour briefing form
Detail on unsocial hours required	N/A
High cost area supplements that may apply	None
Immunisations required	N/A
Pay band (as determined by the rate card)	Will be included in the contingent labour briefing form
Expenses to be paid or benefits offered	N/A
Expenses to be paid by Temporary Worker	N/A
Criminal Records Checks requirements	Robertson Bell are to obtain Basic DBS for each candidate.
BPSS required	BPSS required for all candidates
State any other required clearance and/or background checking	BPSS required for all candidates
State any skills, mandatory training and qualifications necessary for the role (those defined by the Framework Specification apply by default)	CMA are required to conduct all mandatory online security training. This will be confirmed in the Assignment Checklist per candidate, post successful recruitment process.

GDPR POSITION

The GDPR provisions for this Call-Off Contract are stated in Joint Schedule 11 – Processing Data, and its annexes.

The contact details of the Relevant Authority's Data Protection Officer are:

DPO@cma.gov.uk

The contact details of the Supplier's Data Protection Officer are:

[REDACTED]

MAXIMUM LIABILITY

The limitation of liability for this Call-Off Contract is stated in Clause 11.2 of the Core Terms.

PAYMENT METHOD

BACS, CHAPS

BUYER'S INVOICE ADDRESS:

The Finance TEAM

invoices@cma.gov.uk

Competition and Markets Authority

The Cabot

25 Cabot Square

London E14 4QZ

BUYER'S AUTHORISED REPRESENTATIVE

[REDACTED]

[REDACTED]

Competition and Markets Authority

The Cabot

25 Cabot Square

London E14 4QZ

SUPPLIER'S AUTHORISED REPRESENTATIVE

[REDACTED]

[REDACTED]

[REDACTED]

SUPPLIER'S CONTRACT MANAGER

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	[REDACTED]	Signature:	[REDACTED]
Name:	[REDACTED]	Name:	[REDACTED]
Role:	[REDACTED]	Role:	[REDACTED]
Date:	23/11/2023	Date:	24/11/2023