

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

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	Department of Health and Social Care
Contracting Authority Contact	Redacted inline with
Contracting Authority Address	39 Victoria Street, SW1H 0EU
Invoice Address (if different)	Redacted inline with FOIA

Supplier Name	Michael Page
Supplier Contact	4th Floor, 4 Brindley Place, Birmingham, B1 2LG
Supplier Address	Redacted inline with FOIA

Framework Ref	RM6160: Non Clinical Temporary and Fixed Term Staff
Framework Lot	2- Corporate Functions
Call-Off (Order) Ref	
Order Date	Redacted
Call off Start Date	01/10/2022
Call-Off Expiry Date	31/03/2023
Extension Options	Extension as required
GDPR Position	Joint Controller
Number of roles required:	1
Number of CV's required:	N/A

Order Form Template (Short Form)

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Job role / Title	Supply Resilience Freight Team Lead
Temporary or Fixed Term Assignment	Temporary
Hours / Days required	152 working days
Unsocial hours required – give details	hours of coverage will be start 0700-2200 Monday -Friday and 0900-1700 weekends. Likely 6 day rolling rota designed by service provider
High cost area supplement details	1. None 2. Inner London 3. Outer London 4. Fringe
Immunisation requirements? (Fee type 1 only)	

Pay band							
Fee Type	1. Patient Facing 2. Non-Patient Facing (Disclosure) 3. Non-Patient Facing (No Disclosure)						
Expenses to be paid or benefits offered	Redacted inline with FOIA						
Expenses to be paid by Temporary Worker							
Charge rates	<table> <tr> <th>Pre-AWR</th><th>Post-AWR</th></tr> <tr> <td>Redacted</td><td>Redacted inline with</td></tr> <tr> <td>Redacted</td><td>Redacted inline with</td></tr> </table>	Pre-AWR	Post-AWR	Redacted	Redacted inline with	Redacted	Redacted inline with
Pre-AWR	Post-AWR						
Redacted	Redacted inline with						
Redacted	Redacted inline with						
Method of payment	Redacted inline with						
Discounts applicable	N/A						

Criminal records check	Not Applicable – completed for original hire
BPSS required	Not Applicable – completed for original hire
State required clearance and background checking	
Skills, mandatory training and qualifications necessary for the role	

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
<div>Redacted inline with FOIA</div> <div></div>

PERFORMANCE OF THE DELIVERABLES

Key Staff
Redacted inline with FOIA
Key Subcontractors
TBC

For and on behalf of the Supplier:		For and on behalf of the Contracting Authority:	
Signature:	Redacted inline with FOIA	Signature:	Redacted inline with FOIA
Name:		Name:	
Role:		Role:	
Date:	18.08.22	Date:	27/09/22