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

**Order Form**

CALL-OFF REFERENCE: **DNO/451**

THE BUYER: Defence Nuclear Organisation, part of the Ministry of Defence

BUYER ADDRESS Defence Nuclear Organisation, MOD Main Building, 6D, Whitehall, London, SW1A 2HB 

THE SUPPLIER: **Russell Reynolds Associates**

SUPPLIER ADDRESS:Almack House, 28 King Street, London, SW1Y 6QW

REGISTRATION NUMBER:3258089

DUNS NUMBER: 543135206

SID4GOV ID:n/a

**APPLICABLE FRAMEWORK CONTRACT**

This Order Form is for the provision of the Call-Off Deliverables and dated 22/04/2025.

It’s issued under the Framework Contract with the reference number **RM6290** for the provision of Executive Recruitment Services-.

**CALL-OFF LOT(S):**

Lot 1: Executive Search – Grade 6, SCS1 & SCS2 (and equivalents)

**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 including the Call-Off Special Terms and Call-Off Special Schedules.
2. Joint Schedule 1(Definitions and Interpretation) **RM6290**
3. The following Schedules in equal order of precedence:

* Joint Schedules for **RM6290**
  + Joint Schedule 1 (Definitions)
  + Joint Schedule 2 (Variation Form)
  + Joint Schedule 3 (Insurance Requirements)
  + Joint Schedule 4 (Commercially Sensitive Information)
  + Joint Schedule 5 (Corporate Social Responsibility)
  + Joint Schedule 10 (Rectification Plan)
  + Joint Schedule 11 (Processing Data)
* Call-Off Schedules for **RM6290**
  + Call-Off Schedule 10 (Exit Management)
  + Call-Off Schedule 17 (MOD Terms)

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 SPECIAL TERMS**

N/A

CALL-OFF START DATE: 22/04/2025

CALL-OFF EXPIRY DATE: 31/12/2026

CALL-OFF INITIAL PERIOD: **8 months.**

**CALL-OFF DELIVERABLES**

Manage the campaign for 1 x SCS2 Director Attack Submarine (SSN) Capability Role as detailed in the Buyer’s position specification.

**MAXIMUM LIABILITY**

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

The Estimated Year 1 Charges used to calculate liability in the first Contract Year iswith [REDACTED – COMMERCIAL]

**CALL-OFF CHARGES**

[REDACTED – COMMERCIAL]

**REIMBURSABLE EXPENSES**

None.

**PAYMENT METHOD**

Payment to be made via CP&F. Staged payments as per RM6290 terms and conditions:

● 25% Retained

● 25% Shortlist signed off by Buyer

● 50% Appointment and acceptance of candidate

**BUYER’S INVOICE ADDRESS:**

[REDACTED – PERSONAL]

Defence Nuclear Organisation

Ministry of Defence

Abbey Wood

Spruce 1a,

Bristol

BS34 8JH

**BUYER’S AUTHORISED REPRESENTATIVE**

[REDACTED – PERSONAL].

Commercial Manager

Defence Nuclear Organisation

Ministry of Defence, Abbey Wood

Spruce 1a,

Bristol,

BS34 8JH

[REDACTED – PERSONAL]

**BUYER’S ENVIRONMENTAL POLICY**

[Greening Government Commitments - GOV.UK (www.gov.uk)](https://www.gov.uk/government/collections/greening-government-commitments)

**BUYER’S SECURITY POLICY**

DEFCON 659A – Security Measures

DEFCON 660 – Official-Sensitive Security Requirements

**SUPPLIER’S AUTHORISED REPRESENTATIVE**

[REDACTED – PERSONAL]

**SUPPLIER’S CONTRACT MANAGER**

[REDACTED – PERSONAL]

**PROGRESS REPORT FREQUENCY**

As agreed with Buyer.

**PROGRESS MEETING FREQUENCY**

As agreed with Buyer.

**KEY STAFF**

[REDACTED – PERSONAL]

**KEY SUBCONTRACTOR(S)**

Not applicable**.**

**COMMERCIALLY SENSITIVE INFORMATION**

Not applicable.

**SERVICE CREDITS**

Not applicable.

**ADDITIONAL INSURANCES**

Not applicable.

**GUARANTEE**

Not applicable.

**SOCIAL VALUE COMMITMENT**

Not applicable.

|  |  |  |  |
| --- | --- | --- | --- |
| **For and on behalf of the Supplier:** | | **For and on behalf of the Buyer:** | |
| Signature: |  | Signature: |  |
| Name: | [REDACTED -PERSONAL] | Name: | [REDACTED – PERSONAL] |
| Role: | Managing Director | Role: | DNO Commercial Manager |
| Date: |  | Date: |  |