

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

Order Form

CALL-OFF REFERENCE:	CCHR24A06
THE BUYER:	Crown Commercial Service
BUYER ADDRESS	9th Floor, The Capital, Old Hall Street, Liverpool, L3 9PP
THE SUPPLIER:	IRG Advisors LLP trading as Berwick Partners
SUPPLIER ADDRESS:	20 Cannon St, London EC4M 6XD
REGISTRATION NUMBER:	OC354226
DUNS NUMBER:	21-669-3869
SID4GOV	1635246216

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 19th July 2024

It's issued under the Framework Contract with the reference number RM6290 for the provision of Executive & Non Executive Recruitment Services.

CALL-OFF LOT:

- 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
2. Joint Schedule 1(Definitions and Interpretation) **RM6290**
3. The following Schedules in equal order of precedence:
 - Joint Schedules for **RM6290**
 - Joint Schedule 2 (Variation Form)
 - 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 2 (Staff Transfer)
 - Call-Off Schedule 3 (Continuous Improvement)
 - Call-Off Schedule 5 (Pricing Details)
 - Call-Off Schedule 7 (Key Supplier Staff)
 - Call-Off Schedule 9 (Security)
 - 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: **22nd July 2024**

CALL-OFF EXPIRY DATE: **31st January 2025**

EXTENSION OPTION: **6 months**

The Buyer reserves the option to extend the contract for a further 6 months. If the Buyer utilises the extension option, the extension expiry date shall be **30th July 2025**.

GDPR POSITION

Independent Controller

MAXIMUM LIABILITY

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

Crown Copyright 2018

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

CALL-OFF DELIVERABLES

The Buyer requires a single supplier to provide recruitment services for the successful appointment of one (1) role Head of Cloud and Hosting (SCS1) for GCO. These services will include

Sourcing potential, relevant and diverse candidates

Sifting applications

Arranging and managing the interview process including scoring in line with the Civil Service Success Profiles framework.

The supplier shall Advertise the role on suitable media, promoting it to networks and ensuring a diverse audience is reached, they will source potential candidates, sift applications, presenting a long list to the panel and potentially pre-interview candidates presenting their findings at a subsequent shortlist meeting. They will notify candidates of their outcome and handle all feedback requests arranging interviews and managing the offer of the successful applicant.

The supplier should identify candidates suitable for the role of Head of Cloud and Hosting (SCS1) for GCO. An outline of the role is detailed below:

The successful candidate will join a team of around 130 technology procurement professionals who have a wide range of knowledge across public procurement and IT. The successful candidate will lead a part of this team in the delivery of CCS's objectives.

The successful candidate will lead key initiatives and strategies in conjunction with key central government departments and wider public sector organisations (local and devolved government, health, blue light, transport). Additionally, interfacing into several IT strategic suppliers to the public sector, many being global in size.

CALL-OFF CHARGES

Total Contract Value: £28,000.00 excluding VAT and including the six (6) month extension option.

PAYMENT METHOD

BACS

BUYER'S INVOICE ADDRESS:

REDACTED TEXT under FOIA Section 40 Personal Information.

BUYER'S AUTHORISED REPRESENTATIVE

REDACTED TEXT under FOIA Section 40 Personal Information.

SUPPLIER'S AUTHORISED REPRESENTATIVE

REDACTED TEXT under FOIA Section 40 Personal Information.

SUPPLIER'S CONTRACT MANAGER

REDACTED TEXT under FOIA Section 40 Personal Information.

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	REDACTED TEXT under FOIA Section 40 Personal Information.	Signature:	REDACTED TEXT under FOIA Section 40 Personal Information.
Name:	REDACTED TEXT under FOIA Section 40 Personal Information.	Name:	REDACTED TEXT under FOIA Section 40 Personal Information.
Role:	REDACTED TEXT under FOIA Section 40 Personal Information.	Role:	REDACTED TEXT under FOIA Section 40 Personal Information.
Date:	25 th July 2024	Date:	30th July 2024