

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

Order Form

CALL-OFF REFERENCE:	GSS24490
THE BUYER:	UK Research and Innovation (UKRI)
BUYER ADDRESS	UK SBS Polaris House, North Star Avenue, Swindon, SN2 1FF
THE SUPPLIER:	Perrett Laver Limited
SUPPLIER ADDRESS:	9th Floor One Embassy Gardens, London, SW11 7BW
REGISTRATION NUMBER:	OC354226
DUNS NUMBER:	423501209
SID4GOV ID:	Not Known

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 11th 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(S): Lot 1 Executive Search - Grade 6, SCS1 & SCS2 (and equivalents)

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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 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 10 (Rectification Plan)
 - 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)
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: 18th July 2024

CALL-OFF EXPIRY DATE: 17th July 2025

GDPR POSITION
Independent Controller

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

CALL-OFF DELIVERABLES

UKRI are seeking a highly experienced and visionary individual to serve as the Chair of the Diamond Light Source Ltd Board. The Chair will provide leadership and strategic direction to the Board, ensuring effective governance and oversight of the organisation's activities. The successful candidate will work closely with the Chief Executive Officer and the executive team to shape the future direction of Diamond Light Source, fostering collaboration and innovation to maximise the impact of the facility.

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Key Responsibilities:

- Provide strategic oversight covering scientific, technical, financial, governance, compliance, and risk management aspects at Diamond
- Ensure alignment with Diamond's aims, vision, and goals through appropriate strategies, plans, funding, and governance arrangements
- Facilitate effective communication and implementation of Board decisions
- Support the CEO and Executive team to achieve Diamond's overall objectives
- Maintain an environment conducive to maintaining, operating, and developing a world-class synchrotron radiation facility while fostering an inclusive and diverse scientific culture; follow good governance practices, ensure appropriate Board constitution and performance, and uphold the principles outlined in the Code of Conduct for Board Members of Public Bodies, including the Nolan Principles
- Fulfil roles including chairing Board meetings, serving on committees, supporting and engaging with executives, collaborating with the Company Secretary, engaging with stakeholders, ensuring effective communication, and maintaining impartiality as a voting Director

Skills and Experience:

The successful candidate will be assessed against the following criteria as part of the application process:

- experience either of leading or chairing a company or scientific research organisation, or acting as a senior non-executive director of a company or scientific research organisation with experience chairing a major sub-committee, such as a finance and audit committee;
- an interest in, and appreciation for, science and its role/value in society and to the broader economic development of the UK
- acknowledged success in running a large, complex organisation or equivalent, whether Government funded, academic or industrial
- an understanding of the UK science/higher education funding arena, and an understanding of the relationship with Government

The following experience and attributes will be assessed at interview:

- strong leadership and interpersonal skills and the ability to build and manage effective relationships with a diverse range of internal and external stakeholders
- strong negotiation, influencing skills, and an exceptional ability to succeed
- a fluent and persuasive communicator who can represent the organisation externally as well as internally
- a proven track record of handling difficult issues with authority and confidence;
- an appreciation of the nature of the role, and a readiness to mentor and coach, but not interfere with, the work of the executive leadership team

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- strong support for the importance of good governance and demonstrable experience in delivering strong governance in a UK setting

In addition, an appreciation of the importance of synchrotron radiation facilities or detailed knowledge of a related field of science, and ability to talk with the media in relation to Diamond and the importance of science, would be an advantage but is not essential.

CALL-OFF CHARGES

The total value of this call off shall not exceed £31,800.00 excluding VAT.

PAYMENT METHOD

Payments shall be made via BACS upon receipt 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.

BUYER'S AUTHORISED REPRESENTATIVE

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

SUPPLIER'S AUTHORISED REPRESENTATIVE

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

SUPPLIER'S CONTRACT MANAGER

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

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