

## Short Order Form Template and Call-Off Schedules

### Order Form

CALL-OFF REFERENCE: **con\_25819**

THE BUYER: **The Secretary of State for Justice**

BUYER ADDRESS **102 Petty France, London, SW1H 9AJ**

THE SUPPLIER: **Pulse Healthcare Limited**

SUPPLIER ADDRESS: **Caledonia House, 223 Pentonville Road**  
**United Kingdom**

REGISTRATION NUMBER: **3156103**

DUNS NUMBER: **219978233**

SID4GOV ID: **NA**

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 19<sup>th</sup> January 2026.

It's issued under the Framework Contract with the reference number RM6281 for the provision of Clinical and Healthcare Staffing.

## CALL-OFF LOT:

*Lot 3 - Allied Health Professionals (AHP), Health Science Services (HSS), & Emergency Services*

## 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) RM6281
3. The following Schedules in equal order of precedence:
  - Joint Schedules for RM6281
    - Joint Schedule 2 (Variation Form)
    - Joint Schedule 3 (Insurance Requirements)
    - Joint Schedule 4 (Commercially Sensitive Information)
    - Joint Schedule 7 (Financial Difficulties)
    - Joint Schedule 10 (Rectification Plan)
    - Joint Schedule 11 (Processing Data)
  - Call-Off Schedules for RM6281
    - Call-Off Schedule 1 (Transparency Reports)
    - Call-Off Schedule 2 (Staff Transfer)
    - Call-Off Schedule 3 (Continuous Improvement)
4. Core Terms (version 3.0.11)
5. Joint Schedule 5 (Corporate Social Responsibility)

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: **2nd February 2026**

CALL-OFF EXPIRY DATE: **1<sup>st</sup> February 2027**

## CALL-OFF DELIVERABLES

The provision of **Redacted Under FOIA Section 40, Personal Information** in the position of Employee Psychological Clinical Lead (Band 7 equivalent) for 37.5 hours a week for the duration of the contract.

Role is national and can be any location as the team are spread across England and Wales. Occasional travel to Petty France, Newbold Revel, or supplier offices. Working from home/usual office protocols at a Justice office of their choice.

## 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 CHARGE

**Redacted Under FOIA Section 43, Commercial Interests**

## PAYMENT METHOD



Invoicing-MOJ-A-gui  
de-for-suppliers-ema

## BUYER'S INVOICE ADDRESS:

The Supplier shall submit invoices by email in PDF format to the specified shared services provider email address. The invoice must reference the issued PO.

Should the Authority amend PO transmission and invoice submission options during the term of the contract, the Supplier shall implement the agreed, suitable option within a reasonable timeframe as notified by the Authority.

## BUYER'S AUTHORISED REPRESENTATIVE

**Redacted Under FOIA Section 40, Personal Information**

## SUPPLIER'S AUTHORISED REPRESENTATIVE

**Redacted Under FOIA Section 40, Personal Information**

SUPPLIER'S CONTRACT MANAGER

**Redacted Under FOIA Section 40, Personal Information**

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	<b>Redacted Under FOIA Section 40, Personal Information</b>	Signature:	<b>Redacted Under FOIA Section 40, Personal Information</b>
Name:	<b>Redacted Under FOIA Section 40, Personal Information</b>	Name:	<b>Redacted Under FOIA Section 40, Personal Information</b>
Role:	<b>Redacted Under FOIA Section 40, Personal Information</b>	Role:	<b>Redacted Under FOIA Section 40, Personal Information</b>
Date:	19/01/26	Date:	19/01/26