

RM971 NON MEDICAL NON CLINICAL**PART 1 – ORDER FORM****ORDER FORM****THE SUPPLY OF NON MEDICAL NON CLINICAL (NMNC) TEMPORARY AND FIXED TERM STAFF FRAMEWORK AGREEMENT: RM971****FROM:**

CUSTOMER	Department for Business, Energy and Industrial Strategy (BEIS)
SERVICE ADDRESS	1 Victoria Street, London, SW1H 0ET
INVOICE ADDRESS(if different)	c/o UK SBS, Queensway House, West Precinct, Billingham, TS23 2NF or email finance@services.ukpbs.co.uk
CONTACT REFERENCE	Authoriser Name: REDACTED Tel: REDACTED e-mail: REDACTED
ORDER NUMBER	CS19018
ORDER DATE	21/01/2019

TO:

SERVICE PROVIDER	Methods Professional Services Ltd
SERVICE PROVIDER'S ADDRESS	16 St. Martin's Le Grand, London, EC1A 4EN
ACCOUNT MANAGER	Name: REDACTED Address: REDACTED Tel: REDACTED E-mail: REDACTED

PART 1: SERVICE REQUIREMENT**PART 1.1: SERVICE AND DELIVERABLES REQUIRED: Temporary Worker Requirements:**

RM971 LOT: 4

ADDITIONAL REQUIREMENTS: N/A

PART 1.2: ANTICIPATED DURATION OF CONTRACTThe contract shall commence on the 14th January 2019 and will expire on the 14th June 2019.**PART 1.3: MILESTONES AND KEY DELIVERABLES**

N/A

PART 1.4: CHARGES PAYABLE BY CUSTOMER (INCLUDING ANY APPLICABLE DISCOUNT AND METHOD OF PAYMENT E.G. GOVERNMENT PROCUREMENT CARD OR BACS):

The total contract value shall not exceed £48,982.60 excluding VAT as per the breakdown below;

NAME	START DATE	DAY RATE	NUMBER OF WORKING DAYS	TOTAL CHARGE (EX VAT)
REDACTED	14/1/19	REDACTED	106	REDACTED
Total Charge (Ex. VAT)				£48,982.60

It is the viewpoint of the contracting authority that the candidates below are out of scope of the intermediaries legislation (IR35). All workers are subject to 5 working days notice period.

DISCOUNTS APPLICABLE:	N/A
PART 1.5: ACCEPTANCE PRIOR TO PAYMENT	
The supplier shall issue electronic invoices weekly in arrears following customer approval of the workers timesheet. The customer shall pay the supplier within thirty (30) calendar days up receipt and acceptance of a valid invoice.	
Invoice to include purchase order number and contract reference shall be sent to finance@services.ukpbs.co.uk	
PART 2: CUSTOMER CONTRACTUAL REQUIREMENTS	
PMO management: programme planning, reporting of progress, governance, delivery support, management/archive of all programme documentation, logistics support to the team, risk and issue management, management of budgets, tracking dependencies.	
PART 3: FURTHER-COMPETITION ORDER - ADDITIONAL REQUIREMENTS	
PART 3.1: SUPPLEMENTAL REQUIREMENTS IN ADDITION TO CALL-OFF TERMS AND CONDITIONS:	N/A
PART 3.2: VARIATIONS TO CALL-OFF TERMS AND CONDITIONS:	N/A
PART 4: PERFORMANCE OF THE SERVICES AND DELIVERABLES	
PART 4.1: KEY PERSONNEL OF THE SERVICE PROVIDER TO BE INVOLVED IN THE SERVICES AND DELIVERABLES:	REDACTED REDACTED
PART 4.2: SUB-CONTRACTORS TO BE INVOLVED IN THE SERVICES AND DELIVERABLES:	N/A
PART 5: CONFIDENTIAL INFORMATION	
PART 5.1: THE FOLLOWING INFORMATION SHALL BE DEEMED COMMERCIALY SENSITIVE INFORMATION OR CONFIDENTIAL INFORMATION:	N/A

BY SIGNING AND RETURNING THIS ORDER FORM THE SERVICE PROVIDER AGREES to enter a legally binding contract with the Customer to provide to the Customer the Services specified in the Service Order Requirements set out in this Order Form incorporating the rights and obligations in the Call-Off Terms and Conditions set out in the Framework Agreement between the Service Provider and the Minister for the Cabinet Office.

FOR AND ON BEHALF OF THE SERVICE PROVIDER:

NAME:	REDACTED
TITLE:	REDACTED
SIGNATURE:	REDACTED
DATE:	15/01/2019

FOR AND ON BEHALF OF THE CUSTOMER:

NAME:	REDACTED
TITLE:	REDACTED
SIGNATURE:	REDACTED
DATE:	16/01/2019