

RM6002: Permanent Recruitment

Order Form Template

(Short Form)

This Order Form is for the provision of the Call-Off Deliverables. It is issued under the Framework Contract with the reference number RM6002 Permanent Recruitment. Signing it ensures that both parties are able to compliantly use the terms and conditions agreed from the procurement exercise.

Buyer Name/Role (i.e. CSHR- SAM or Campaign Partner)	[REDACTED] Senior Commercial Manager - Cabinet Office
Buyer Contact details	[REDACTED]
Buyer Address	[REDACTED] 5th Floor, 151 Buckingham Palace Road, London SW1W 9SZ
Invoice Address (if different)	[REDACTED]
Supplier Name	Michael Page International Recruitment Limited
Supplier Contact	[REDACTED]
Supplier Address	Michael Page International Recruitment Limited 4th Floor, 4 Brindley Place Birmingham B1 2LG

CALL-OFF INCORPORATED TERMS

The Call-Off Contract, including the CCS Core Terms and Joint Schedules' can be viewed in the 'Documents' tab of the Permanent Recruitment framework page on the CCS website:

<https://ccs-agreements.cabinetoffice.gov.uk/contracts/rm6002>

No other Supplier terms are part of the Call-Off Contract. That includes any terms written on the back of, or added to, this Order Form, or presented at the time of delivery.

CALL-OFF DELIVERABLES

The requirement

GRS requires the following executive search services:

Ad documents

- [REDACTED]

PERFORMANCE OF THE DELIVERABLES

Key Staff

[REDACTED]

*Call-Off Charges (check these against Lot, Role and rate card)	The total Contract value is up to a maximum of £41,344 (ex VAT). [REDACTED]
Call-Off Start Date	23 rd August 2021 22 nd May 2022
Call-Off Expiry Date	
Extension Options	N/A

Payment Terms - PRF Framework rates are fully inclusive of expenses, and the Framework terms as follows:

Fixed Fee paid at milestone

- 100% Successful Placement of worker
- Before payment can be considered each invoice must include a detailed elemental breakdown of work completed and the associated costs.
- Invoices should be submitted to: [REDACTED]
- Free replacement or Rebate of fee if candidate leaves within 6 months will be within the structure below:

[REDACTED]

Framework Ref	RM6002 (Permanent Recruitment)	
Job Role details - Title and Grade	AF&C Recruitment Services (12 roles)	
Framework Lot	Lot 1 - <input type="checkbox"/> Lot 2 - <input type="checkbox"/> Lot 3 - <input type="checkbox"/> Lot 4 - X	Lot 5 - <input type="checkbox"/> Lot 6 - <input type="checkbox"/> Lot 7 - <input type="checkbox"/> Lot 8 - <input type="checkbox"/>

Grade of Role	<ul style="list-style-type: none"> • 6x B2 (HEO) Senior Management Accountant [Glasgow] • 1x B2+ (SEO) Reporting Manager [Glasgow] • 1x B2+ (SEO) Financial Strategist [Glasgow] • 2 x B2+ (SEO) Assistant Finance Business Partner • <u>*1 x Head of Strategic Finance and In Year Reporting Band A+ (Grade 6) [Glasgow]</u> • <u>*1 x Senior Finance Business Partner, Band A+ (Grade 6) [Glasgow]</u> <p>*Please note that although the two <u>underlined</u> Grade 6 roles were issued as part of the original requirement it is highly likely that these will no longer be required.</p>	
Direct Award authorised	Yes - <input type="checkbox"/>	No - X
Call-Off (Order) Ref	PRF/01/54	
Customer Department	Cabinet Office	
Order Date	12 th August 2021	

Annex 1 – Michael Page International Recruitment Limited Pricing

Commercial proposal

[REDATED]

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	[REDACTED]	Signature:	[REDACTED]
Name:	[REDACTED]	Name:	[REDACTED]
Role:	UK Frameworks Manager	Role:	Head of Commercials, Cabinet Office [CSHR]
Date:	17.08.2021	Date:	01/09/2021