

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

Order Form

CALL-OFF REFERENCE: con_6439

THE BUYER: Department for Energy Security & Net Zero
(SC657092)

BUYER ADDRESS 3-8 Whitehall Place, London, SW1A 2AW

THE SUPPLIER: Hays Specialist Recruitment Limited

SUPPLIER ADDRESS: 4th floor, 20 Triton Street, London NW1 3BF.

REGISTRATION NUMBER: 975677

DUNS NUMBER: [REDACTED]

SID4GOV ID: N/A

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 1st April 2024.

It’s issued under the Framework Contract with the reference number RM6277 for the provision of Non Clinical Staff.

CALL-OFF LOT:
Lot 3 - IT Professionals

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CALL-OFF INCORPORATED TERMS

This is a Bronze Contract.

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) RM6277
3. The following Schedules in equal order of precedence:
 - Joint Schedules for RM6277
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 7 (Financial Difficulties including Annex 5 Optional Terms for Bronze Contracts)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
 - Call-Off Schedules for RM6277
 - Call-Off Schedule 1 (Transparency Reports)
 - Call-Off Schedule 2 (Staff Transfer)
 - Call-Off Schedule 3 (Continuous Improvement)
4. CCS Core Terms (version 3.0.11)
5. Joint Schedule 5 (Corporate Social Responsibility) RM6277

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: April 1st 2024

CALL-OFF EXPIRY DATE: 30th September 2024 or 31st March 2025 if the extension provision is undertaken.

CALL-OFF DELIVERABLES

The provision of Non Clinical Temporary staff

ASSIGNMENT TYPE:	Temporary Assignment
NUMBER OF ROLES REQUIRED:	1
JOB ROLE/TITLE:	Dynamics/Power Platform Consultant [REDACTED]
HOURS/DAYS REQUIRED	Monday-Friday 8 hours per day/5 days per week

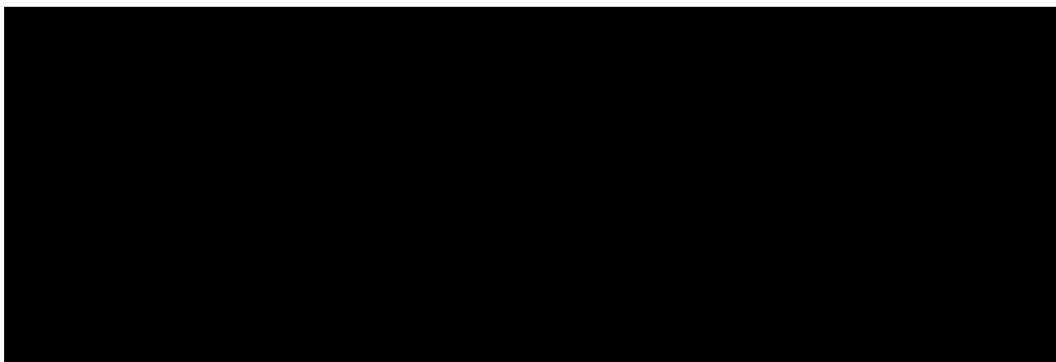
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DETAIL ON UNSOCIAL HOURS REQUIRED	N/A
IMMUNISATION REQUIREMENTS	No
EQUIVALENT AGENDA FOR CHANGE PAY BAND: (use rate card to determine this)	10A
EXPENSES TO BE PAID OR BENEFITS OFFERED	No
EXPENSES TO BE PAID BY TEMPORARY WORK-SEEKER	No
SUPPLIER TO PROVIDE ID BADGES?	No
FEE TYPE:	Fee Type 2: Non-Patient Facing (Disclosure required)
DISCLOSURE AND BARRING SERVICE CHECK REQUIREMENTS (FEE TYPE 1 AND 2 ONLY)	SC
QUALIFICATION REQUIREMENTS	No
TEMPORARY WORK-SEEKERS COMPLIANCE REQUIREMENTS (NON-NHS CUSTOMERS ONLY) State any other required clearance and/or background checking	Please advise your requirements below noting Temporary Work-Seekers in Central Government will be checked to Baseline Personnel Security Standard plus any additional checks detailed below. All other Temporary Work-Seekers will be subject to Supplier's standard pre-employment checks unless otherwise stated below: None
STATE ANY SKILLS, MANDATORY TRAINING AND QUALIFICATIONS NECESSARY FOR THE ROLE (THOSE DEFINED BY THE FRAMEWORK SPECIFICATION APPLY BY DEFAULT)	N/A

GDPR POSITION

The GDPR provisions for this Call-Off Contract are stated in Joint Schedule 11 – Processing Data, and its annexes.



Security &

MAXIMUM LIABILITY

Framework Ref: RM6277
Project Version: v1.0
Model Version: v3.8

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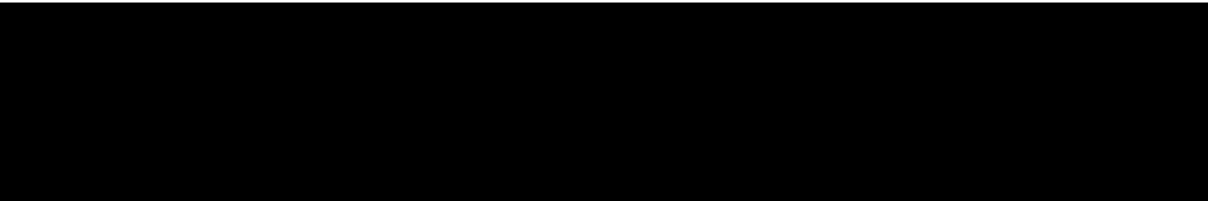
Each Party's total aggregate liability in each Contract Year under each Call-Off Contract (whether in tort, contract or otherwise) is no more than the greater of £1 million or 150% of the Estimated Yearly Charges.

CALL-OFF CHARGES

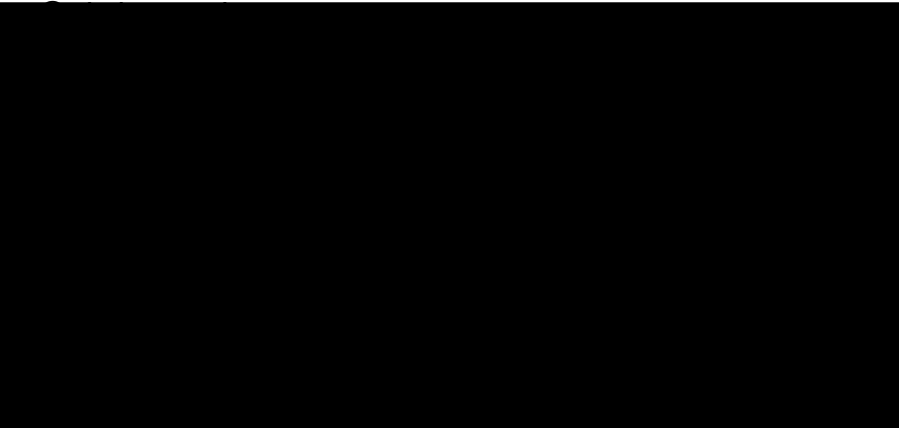
Total Charge	£749.45

The Charges for the Deliverables including charges that will apply pre and post 12 weeks in accordance with the Agency Worker Regulations 2010, and any discounts that are applicable. Discounts under Framework Schedule 1 Clause 13.24 and 13.25 will only be discounted to standard Framework Agreement Charges.

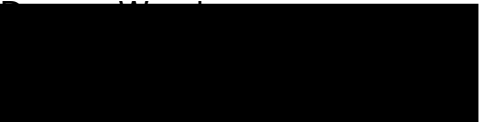
PAYMENT METHOD



BUYER’S INVOICE ADDRESS:



BUYER’S AUTHORISED REPRESENTATIVE



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3-8 Whitehall Place, London, SW1A 2AW

SUPPLIER’S AUTHORISED REPRESENTATIVE

[Redacted Signature]

SUPPLIER’S CONTRACT MANAGER

[Redacted Signature]

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
[Redacted Signature]		[Redacted Signature]	
Date:	9/8/2024	Date:	9/8/2024