

**THE SUPPLY OF NON MEDICAL NON CLINICAL (NMNC) TEMPORARY AND FIXED TERM  
STAFF FRAMEWORK AGREEMENT: RM971**

**TEMPLATE ORDER FORM**

**FROM: Defra**

<b>REFERENCE</b>	(Project_25377)
<b>SERVICE ADDRESS</b>	Nobel House 17 Smith Square London SW1P 3JR
<b>INVOICE ADDRESS(if different)</b>	SSC, Department for Environment, Food & Rural Affairs PO Box 790, Newport, NP10 8FZ
<b>CONTACT REFERENCE</b>	
<b>ORDER NUMBER</b>	PO to be submitted once contract has been written up and agreed by both parties as per our No Contract No PO terms/ This can take up 7 working days
<b>ORDER DATE</b>	

**TO: Supplier**

<b>SERVICE PROVIDER</b>	LA International Computer Consultants Limited
<b>SERVICE PROVIDER'S ADDRESS</b>	Supplier Address
<b>ACCOUNT MANAGER</b>	
<b>PART 1: SERVICE REQUIREMENT</b>	
<b>PART 1.1: SERVICE AND DELIVERABLES REQUIRED: Temporary Worker</b> Requirements:	
<b>RM971 LOT:</b>	5
<b>NUMBER OF ROLES REQUIRED:</b>	1
<b>JOB ROLE/TITLE:</b>	Business Analyst
<b>AGENDA FOR CHANGE PAY BAND:</b>	Band 9
<b>AGENDA FOR CHANGE PAY POINT: (LOWEST WITHIN AFC PAY BAND UNLESS STATED)</b>	N/A
<b>HOURS/DAYS REQUIRED:</b>	37 / 5
<b>ANY UNSOCIAL HOURS REQUIRED? (GIVE DETAIL) [OUTSIDE 8AM TO 6PM MON TO FRIDAY]</b>	NA
<b>FEE TYPE:</b>	2. Non-Patient Facing (Disclosure)

<b>IMMUNISATION REQUIREMENTS (FEE TYPE 1 ONLY)</b>	N/A	
<b>DBS REQUIRED (FEE TYPE 1 AND 2 ONLY)</b>	1. Basic	
<b>HIGH COST AREA SUPPLEMENT?</b>	1. Inner London	
<b>REGULATED OR CONTROLLED ACTIVITY (ISA)?</b>	N/A	
<b>SKILLS, TRAINING AND QUALIFICATIONS NECESSARY TO PERFORMANCE OF THE ROLE:</b>	As per Job Description supplied	
<b>PERSON AND DEPT TO WHOM WORK-SEEKER SHOULD REPORT AT START:</b>	[REDACTED]	
<b>POST CODE OF LOCATION WITH REQUIREMENT:</b>	[REDACTED]	
<b>ADDITIONAL REQUIREMENTS:</b>	As per Job Description supplied	
<b>PART 1.2: ANTICIPATED DURATION OF CONTRACT</b>		
<b>COMMENCEMENT DATE:</b>	15/11/2019	[REDACTED]
<b>ANTICIPATED END DATE:</b>	23/01/2019	
<b>TEMPORARY / FIXED TERM ASSIGNMENT:</b>	Temporary Assignment	
<b>PART 1.3: MILESTONES AND KEY DELIVERABLES</b>		
As agreed with Assignment Manager		
<b>PART 1.4: CHARGES PAYABLE BY CUSTOMER (INCLUDING ANY APPLICABLE DISCOUNT AND METHOD OF PAYMENT E.G. GOVERNMENT PROCUREMENT CARD OR BACS):</b>		
It has been deemed that this role is IR35 legislation.		
	<b>Pre-AWR</b>	<b>Post-AWR</b>
<b>Basic Rate (PAYE Only)</b>	[REDACTED]	
<b>Pay to Worker (Basic Rate + WTR if PAYE/ Day Rate if PSC)</b>	[REDACTED]	
<b>Estimated ENIC (PAYE Only)</b>	[REDACTED]	
<b>Pension Auto-enrolment Payments (PAYE Only)</b>	[REDACTED]	
<b>Apprenticeship Levy (PAYE Only)</b>	[REDACTED]	
<b>Total Worker Rate (Same as Pay to Worker if PSC)</b>	[REDACTED]	
<b>Supplier Fee</b>	[REDACTED]	
<b>Total Charge</b>	[REDACTED]	
<b>DISCOUNTS APPLICABLE:</b>	[REDACTED]	
<b>PART 1.5: ACCEPTANCE PRIOR TO PAYMENT</b>		
BPSS confirmed		
<b>PART 2: CUSTOMER CONTRACTUAL REQUIREMENTS</b>		
<ol style="list-style-type: none"> <li>BPSS must be completed for the temporary worker (in place of NHS checks described in the Framework Agreement).</li> <li>Defra will not be liable to pay Temporary to Permanent Fees if, and only if, the temporary worker secures permanent employment (including Fixed Term contracts) through Fair and Open Competition as defined by the Civil Service Commission.</li> </ol>		

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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:	N/A
PART 4.2: SUB-CONTRACTORS TO BE INVOLVED IN THE SERVICES AND DELIVERABLES:	
PART 5: CONFIDENTIAL INFORMATION	
PART 5.1: THE FOLLOWING INFORMATION SHALL BE DEEMED COMMERCIALY SENSITIVE INFORMATION OR CONFIDENTIAL INFORMATION:	

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 [(together with where completed and applicable, the further-competition order (additional requirements)] 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:	
TITLE:	
SIGNATURE:	
DATE:	

**FOR AND ON BEHALF OF THE CUSTOMER:**

NAME:	
TITLE:	
SIGNATURE:	
DATE:	