



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

Order Form

THE BUYER: Cabinet Office

BUYER ADDRESS: Head Office
United Kingdom

THE SUPPLIER: MLC Partners Limited

SUPPLIER ADDRESS: c/o WeWork, 123 Buckingham Palace Road, London, SW1W 9SH.

REGISTRATION NUMBER: 09366814 220560877

DUNS NUMBER: n/a

SID4GOV ID:

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 22/03/2024

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

CALL-OFF LOT:

Lot 2 – Corporate Functions

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:

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



- 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: 01.04.2024

CALL-OFF EXPIRY DATE: Ongoing

CALL-OFF DELIVERABLES: Anticipated End Date: 31.12.2024

The provision of Non-Clinical Temporary staff or any other temporary staff or fixed term workers.

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 CHARGES
£ **REDACTED TEXT under FOIA Section 40, Commercial Information**

PAYMENT METHOD
Weekly in arrears, payment within 30 working days of invoice

BUYER'S INVOICE ADDRESS: Newport SSCL [Insert name]
[Insert role] Shared Services
[Insert email address] APinvoices-CAB-U@gov.sscl.com
[Insert address] Newport SSCL Cabinet Office, PO Box 405, Newport, NP10 8FZ

BUYER'S AUTHORISED REPRESENTATIVE [Insert name]
REDACTED TEXT under FOIA Section 40, Personal Information
[Insert role]
[Insert email address]
[Insert address] 1 Horse Guards Road, London

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SW1A 2HQ

SUPPLIER'S AUTHORISED REPRESENTATIVE

REDACTED TEXT under FOIA Section 40, Personal Information c/o WeWork, 123 Buckingham Palace Road, London, SW1W 9SH.

SUPPLIER'S CONTRACT MANAGER

REDACTED TEXT under FOIA Section 40, Personal Information c/o WeWork, 123 Buckingham Palace Road, London, SW1W 9SH.

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	REDACTED TEXT under FOIA Section 40, Personal Information	Signature:	REDACTED TEXT under FOIA Section 40, Personal Information
Name:	REDACTED TEXT under FOIA Section 40, Personal Information	Name:	REDACTED TEXT under FOIA Section 40, Personal Information
Role:	REDACTED TEXT under FOIA Section 40, Personal Information	Role:	REDACTED TEXT under FOIA Section 40, Personal Information
Date:	22/03/2024	Date:	<i>22 March 2024</i>

SCHEDULE 1 – CANDIDATE REQUIREMENTS

Candidate name:	REDACTED TEXT under FOIA Section 40, Personal Information
Job role/title:	REDACTED TEXT under FOIA Section 40, Personal Information
Agenda for Change pay band:	N/A
Fee type:	Non-Patient Facing (With Disclosure)
High cost area supplement:	None
Candidate Rate:	£
Charge Rate:	£ REDACTED TEXT under FOIA Section 40, Commercial Information
Notice period:	2 weeks' notice period
Criminal records check required?	None.
Person to whom candidate should report:	REDACTED TEXT under FOIA Section 40, Personal Information
Any expenses payable to candidate:	No
Statutory/Mandatory training requirements:	See below
Key Deliverables:	Continuation and close of financial duties for IBI

NOTES:

REDACTED TEXT under FOIA Section 40, Commercial Information

PRE-PLACEMENT TRAINING REQUIREMENTS

Please can you indicate whether there is any requirement for statutory or mandatory training for the above candidate. Please note that if you require any training, this is may delay the start date for the candidate.

We are happy based on the skills, experience and CV of the candidate that no statutory or mandatory pre- placement training is required for this placement

Or

The following statutory or mandatory training is required for this placement:

- Conflict Resolution
- Equality, Diversity and Human Rights – general awareness
- Fire Safety
- Health, Safety and Welfare
- Infection Prevention and Control – level 1
- Infection Prevention and Control – level 2
- Information Governance and Data Security
- Moving and handling – level 1
- Moving and handling – level 2 – patient
- Preventing radicalisation
- Resuscitation – level 1 – basic life support
- Resuscitation – level 2 – adult basic life support
- Resuscitation – level 3 – paediatric basic life support
- Safeguarding Adults – level 1
- Safeguarding Adults – level 2
- Safeguarding Adults – level 3
- Safeguarding Children – level 1
- Safeguarding Children – level 2
- Safeguarding Children – level 3