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RM6002: Permanent Recruitment Order Form Template (Short Form)

CCSH21A03 Director of Operations – Contain (WP1505)

Order Form Template

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](#).

Buyer Name	Department of Health and Social Care
Buyer Contact	REDACTED, Commercial Lead
Buyer Address	39 Victoria Street London SW1H OEU
Invoice Address (if different)	As above, or; Email: REDACTED@nhs.net for electronic submission

Supplier Name	SAXTON BAMPFYLDE HEVER LIMITED
Supplier Contact	REDACTED Email – REDACTED@saxbam.com Telephone - REDACTED
Supplier Address	9 Savoy Street London WC2E 7EG England

Framework Ref	RM6002 (Permanent Recruitment)			
Framework Lot	Lot 6 - Executive Search - Digital, Data and Technology (DDaT)			
Call-Off (Order) Ref	WP1505			
Order Date	01 April 2021			
Call-Off Charges	Maximum Contract Value is £37,000.00 excluding VAT:			
	Director of Operations - Contain	Rate Fixed price for candidate identification £37,000	Units required 1	Discount applied
	Charged days			
	T&T10366 Saxton Bampfylde	N/A – fixed price as per above.		-.

	Approved RAB: 11/03/2021			
	Start date: 01/03/2021			
	End date: 26/04/2021			
	Total excl. VAT		£37,000	
	Total Incl. VAT		£44,400	
Call-Off Start Date	01 April 2021			
Call-Off Expiry Date	26 April 2021			
Extension Options	No options to extend the contract			
GDPR Position	Independent Controller			

CALL-OFF INCORPORATED TERMS

The Call-Off Contract, including the RM6002 Call-off terms conditions v1.0 can be viewed in the 'Documents' tab of the Permanent Recruitment framework page on the CCS website. Visit the [Permanent Recruitment](#) webpage and click the "Documents" tab to view and download these.

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
<p>The Supplier will provide executive search services to identify a candidate for the role of Director of Operations – Contain (SCS2 Grade).</p> <p>The role will be a twelve-month FTA.</p> <p>The Scope of Services to be provided by the Supplier includes:</p> <ul style="list-style-type: none"> • Clearly defined roles description • Screening of potential candidates • Production of long and short list of candidates • Arrangement of interviews

- Management of offer and appointment process
- Weekly calls with the Contracting Authority to discuss the progress of the candidate search

Suitable candidates provided by the Supplier will be interviewed by senior members of the Buyer's Contain Operations Team.

Director of Operations - Contain	Rate	Units required	Discount applied
	Fixed price for candidate identification £37,000	1	

Charged days

T&T10366 Saxton Bampfylde Approved RAB: 11/03/2021 Start date: 01/03/2021 End date: 26/04/2021	N/A – fixed price as per above.		-.
Total excl. VAT		£37,000	
Total Incl. VAT		£44,400	

PERFORMANCE OF THE DELIVERABLES

Key Staff

REDACTED

Key Subcontractors

Not Applicable

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	REDACTED	Signature:	REDACTED

Name:	REDACTED	Name:	REDACTED
Role:	Consultant, Director	Role:	Commercial Director
Date:	13 April 2021	Date:	Type text here 19/04/21

Appendix 1 - List of Approved Users

Not Used.