

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

## Order Form

CALL-OFF REFERENCE: Occupational Health Services Doc1575295436

THE BUYER: NHS England on behalf of North of England CSU

BUYER ADDRESS John Snow House, Durham University Science Park,  
Durham, DH1 3YG

THE SUPPLIER: People Asset Management T/A PAM OH Solutions Ltd

SUPPLIER ADDRESS: Holly House, 73-75 Sankey St, Warrington, WA1 1SL

REGISTRATION NUMBER: 5199107

DUNS NUMBER: 739464670

SID4GOV ID: 25998

### APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated **11<sup>th</sup> September 2024**. Duration 18 months, with an option to extend for a further 18 months.

It's issued under the Framework Contract with the reference number RM6182 for the provision of NECS and NENC ICB Occupational Health Services.

CALL-OFF LOT(S):  
Lot numbers 2 and 3

### CALL-OFF INCORPORATED TERMS

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 including the Call-Off Special Terms and Call-Off Special Schedules.
2. Joint Schedule 1 (Definitions and Interpretation) RM6182.

3. The following Schedules in equal order of precedence:

- Joint Schedules for RM6182
  - Joint Schedule 2 (Variation Form)
  - Joint Schedule 3 (Insurance Requirements)
  - Joint Schedule 4 (Commercially Sensitive Information)
  - Joint Schedule 10 (Rectification Plan)
  - Joint Schedule 11 (Processing Data)
- Call-Off Schedules for RM6182
  - Call-Off Schedule 1 (Transparency Reports)
  - Call-Off Schedule 2 (Staff Transfer)
  - Call-Off Schedule 3 (Continuous Improvement)
  - Call-Off Schedule 5 (Pricing Details)
  - Call-Off Schedule 7 (Key Supplier Staff)
  - Call-Off Schedule 8 (Business Continuity and Disaster Recovery)
  - Call-Off Schedule 9 (Security)
  - Call-Off Schedule 10 (Exit Management)
  - Call-Off Schedule 14 (Service Levels)
  - Call-Off Schedule 20 (Call-Off Specification)

4. CCS Core Terms (version 3.0.8)

5. Joint Schedule 5 (Corporate Social Responsibility) RM6182

6. [Call-Off Schedule 4 (Call-Off Tender) as long as any parts of the Call-Off Tender that offer a better commercial position for the Buyer (as decided by the Buyer) take precedence over the documents above.]

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 SPECIAL TERMS                      None

CALL-OFF START DATE:                      **02/09/2024**

CALL-OFF EXPIRY DATE:                      **01/03/2026**

CALL-OFF INITIAL PERIOD:                      18 Months

CALL-OFF EXTENSION OPTION:                      18 Months

**CALL-OFF DELIVERABLES**

See details in Call-Off Schedule 20 (Call-Off Specification)

**MAXIMUM LIABILITY**

The limitation of liability for this Call-Off Contract is stated in Clause 11.2 of the Core Terms.

**CALL-OFF CHARGES**

See details in Call-Off Schedule 5 (Pricing Details)

Framework Ref: RM6182

Project Version: v1.0

Model Version: v3.6

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

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### REIMBURSABLE EXPENSES

Recoverable as stated in the Framework Contract

### PAYMENT METHOD

The Supplier will issue electronic invoices, with the payment method for this Call-Off Contract is BACS

### BUYER'S INVOICE ADDRESS:

0AR Payables – M265, P O Box 312, Leeds, LS11 1HP

### BUYER'S AUTHORISED REPRESENTATIVE

Name: [REDACTED]

Role: People Manager

Email: [REDACTED]

Address: John Snow House, Durham University Science Park, Durham, DH1 3YG

### BUYER'S ENVIRONMENTAL POLICY

PAM Environmental Policy



Our World - PAM Group Environmental and Sustainability Policy.pdf

### BUYER'S SECURITY POLICY

PAM Group Information Security Policy



PAM Group Information Security Policy (1) 1.pdf

### SUPPLIER'S AUTHORISED REPRESENTATIVE

Name: [REDACTED]

Role: Managing Director

Email: [REDACTED]

Address: Holly House, 73 Sankey Street, Warrington, WA1 1SL

### SUPPLIER'S CONTRACT MANAGER

Name: [REDACTED]

Role: Head of Client Relationships (NHS)

Email: [REDACTED]

Address: Holly House, 73 Sankey Street, Warrington, WA1 1SL

### PROGRESS REPORT FREQUENCY

On the first Working Day of each calendar month

### PROGRESS MEETING FREQUENCY

Monthly on the first Working Day of each month

### KEY STAFF

Name: [REDACTED]

Framework Ref: RM6182

Project Version: v1.0

Model Version: v3.6

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

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Role: Head of Client Relationships

Email: [REDACTED]

Address: Holly House, 73 Sankey Street, Warrington, WA1 1SL

**KEY SUBCONTRACTOR(S)**

PAM Associate Network for Physiotherapy Treatments

PAM Wellbeing Associate Network for Counselling

**COMMERCIALLY SENSITIVE INFORMATION**

Yes – all tender responses and contract pricing

**SERVICE CREDITS**

Service Credits will accrue in accordance with Call-Off Schedule 14 (Service Levels).

The Service Credit Cap is: [REDACTED]

The Service Period is: one Month

A Critical Service Level Failure is: **As detailed in Schedule 14.****ADDITIONAL INSURANCES**

Not applicable

**GUARANTEE**

Not applicable

**SOCIAL VALUE COMMITMENT**

The Supplier agrees, in providing the Deliverables and performing its obligations under the Call-Off Contract, that it will comply with the social value commitments in Call-Off Schedule 4 (Call-Off Tender)]

<b>For and on behalf of the Supplier:</b>		<b>For and on behalf of the Buyer:</b>	
Signature:	[REDACTED]	Signature:	[REDACTED]
Name:	[REDACTED]	Name:	[REDACTED]
Role:	Managing Director	Role:	Director of Organisational Development & Corporate Services
Date:	11.09.24	Date:	16.09.24

## Joint Schedules



Joint Schedule 1 -  
Definitions.odt



Joint Schedule 2 -  
Variation Form.odt



Joint Schedule 3 -  
Insurance Requiremer



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04%20-%20Commer



Joint Schedule 10 -  
Rectification Plan.odt



Joint%20Schedule%2  
011%20-%20Processi

## Call-Off Schedules



Call-Off Schedule 1 -  
Transparency Reports



Call-Off Schedule 2 -  
Staff Transfer.odt



Call-Off Schedule 3 -  
Continuous Improvem

## Call-Off Schedule 5 (Pricing Details)



NECS Pricing  
Schedule - PAM FINAL



NENC ICB Pricing  
Schedule - PAM FINAL



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Call-Off Schedule 8 -  
Business Continuity ar



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Call-Off Schedule 10  
- Exit Management.oc



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Call-Off-Schedule 20  
- Specification.odt