

RM6002: Permanent Recruitment

Order Form Template

(Short Form)

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. Signing it ensures that both parties are able to compliantly use the terms and conditions agreed from the procurement exercise.

Buyer Name/Role (i.e. CSHR- SAM or Campaign Partner)	REDaCTED - Cabinet Office
Buyer Contact details	REDaCTED
Buyer Address	Cabinet Office, 10 South Colonnade, London, E14 4PH
Invoice Address (if different)	Invoices will be sent to Cabinet Office REDaCTED <u>REDaCTED</u> Additionally, copies of invoices should be emailed to REDaCTED

	<p>And also</p> <p>[REDACTED]</p>
Supplier Name	Michael Page International Recruitment Limited
Supplier Contact	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>Name REDACTED</p> <p>Email - REDACTED</p> <p>D [REDACTED]</p>
Supplier Address	<p>Michael Page International Recruitment Limited</p> <p>4th Floor, 4 Brindley Place</p> <p>Birmingham</p> <p>B1 2LG</p>

Framework Ref	RM6002 (Permanent Recruitment)	
Job Role details - Title and Grade	Generalist recruitment corporate roles (Various Grades)	
Framework Lot		
	<p>Lot 1 - <input type="checkbox"/></p> <p>Lot 2 - <input type="checkbox"/></p> <p>Lot 3 - X</p> <p>Lot 4 - <input type="checkbox"/></p>	<p>Lot 5 - <input type="checkbox"/></p> <p>Lot 6 - <input type="checkbox"/></p> <p>Lot 7 - <input type="checkbox"/></p> <p>Lot 8 - <input type="checkbox"/></p>

Grade of Role	SEO Roles x 3 Grade 7 Roles x 5 Grade 6 Role x 1
Direct Award authorised	Yes - <input type="checkbox"/> No - X
Call-Off (Order) Ref	PRF01/57
Customer Department	Cabinet Office
Order Date	22/12/2021
*Call-Off Charges (check these against Lot, Role and rate card)	The total Contract value is up to a maximum of £38,970 (ex VAT).
Call-Off Start Date	22/12/2021
Call-Off Expiry Date	03/07/2022
Extension Options	N/A

Payment Terms - PRF Framework rates are fully inclusive of expenses, and the Framework terms as follows:

Fixed Fee paid at milestone

- 100% Successful Placement of worker
- Before payment can be considered each invoice must include a detailed elemental breakdown of work completed and the associated costs.
- Invoices should be submitted to: see above

If a candidate was to leave their position within the first 6 months of their first day, PageGroup would offer a rebate in line with the below.

- 0 – 1 months = Free replacement or 100% of fee reimbursed
- 2 – 3 months = Free replacement or 50% of fee reimbursed
- 4 – 6 months = Free replacement or 25% of fee reimbursed
- 6+ months = No rebate

CALL-OFF INCORPORATED TERMS

The Call-Off Contract, including the CCS Core Terms and Joint Schedules' can be viewed in the 'Documents' tab of the Permanent Recruitment framework page on the CCS website:

<https://ccs-agreements.cabinetoffice.gov.uk/contracts/rm6002>

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

Attach the following documents:

Bid Pack

Bid Pack - PRF-01-57
- Generalist recruitment

Supplier proposal

PERFORMANCE OF THE DELIVERABLES

Key Staff

N/A

Key Subcontractors

N/A

Annex 1 – Michael Page International Recruitment Limited Pricing

Commercial proposal

For and on behalf of the Supplier:

For and on behalf of the Buyer:

Role:

Role:

Date:

08.01-2022

Date: