

Framework Schedule 6 (Direct Award short order form template and Call-Off Schedules)

Order Form

CALL-OFF REFERENCE:	GSS24509
THE BUYER:	UK Shared Business Services Ltd (UK SBS)
BUYER ADDRESS	UK SBS Polaris House, North Star Avenue, Swindon, SN2 1FF
THE SUPPLIER:	Michael Page International Recruitment Ltd
SUPPLIER ADDRESS:	200 Dashwood Lang Road, Bourne Business Park, Addlestone, Surrey, England, KT15 2NX
REGISTRATION NUMBER:	02327468
DUNS NUMBER:	221117117

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.

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 13th June 2024.

It's issued under the Framework Contract with the reference number RM6290 for the provision of Executive & Non Executive Recruitment Services.

CALL-OFF LOT(S):

- Lot 1 Executive Search - Grade 6, SCS1 & SCS2 (and equivalents)

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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
2. Joint Schedule 1(Definitions and Interpretation) **RM6290**
3. The following Schedules in equal order of precedence:
 - Joint Schedules for **RM6290**
 - 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 **RM6290**
 - Call-Off Schedule 3 (Continuous Improvement)
 - Call-Off Schedule 5 (Pricing Details)
 - Call-Off Schedule 9 (Security)
 - Call-Off Schedule 18 (Background Checks)
 - Call-Off Schedule 20 (Call-Off Specification)
4. CCS Core Terms (version 3.0.11)
5. Joint Schedule 5 (Corporate Social Responsibility) **RM6290**

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: **19th July 2024**

CALL-OFF EXPIRY DATE: **12th December 2024**

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 DELIVERABLES

As per Call Off Schedule 20

Framework Ref: RM6290

Project Version: v1.0

Model Version: v3.8

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CALL-OFF CHARGES

The total value of this call off contract shall not exceed £26,000.00 excluding VAT.

PAYMENT METHOD

Payments shall be made via BACS upon receipt on of invoice and Purchase Order

Core Search Fee = £26,000 + VAT (payable in milestones)

This is paid as follows.

1. [REDACTED] Commencement/Placement of advert
2. [REDACTED] Shortlist signed off by Buyer (i.e., Buyer has signed off candidates for final stage of recruitment)
3. [REDACTED] Appointment and acceptance of candidate

Non-Core Services Fee (payable upfront at the start of the assignment)

Bespoke Diversity, Equity and Inclusion advertising package = [REDACTED] + VAT

BUYER'S INVOICE ADDRESS:

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

BUYER'S AUTHORISED REPRESENTATIVE

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

SUPPLIER'S AUTHORISED REPRESENTATIVE

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

SUPPLIER'S CONTRACT MANAGER

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

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For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:		Signature:	
Name:			
Role:			
Date:			