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RM6002: Permanent Recruitment Order Form Template (Short Form)

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 FOR LEVELLING UP, HOUSING AND COMMUNITIES
Buyer Contact	REDACTED
Buyer Address	REDACTED
Invoice Address (if different)	REDACTED

Supplier Name	REDACTED
Supplier Contact	REDACTED
Supplier Address	REDACTED

Framework Ref	RM6002 (Permanent Recruitment)
Framework Lot	Lot 6: Executive Search - Digital, Data and Technology (DDaT)
Call-Off (Order) Ref	CPD4124076 Chief Scientific Advisor Recruitment
Order Date	22 July 2022
Call-Off Charges	REDACTED
Call-Off Start Date	25 July 2022
Call-Off Expiry Date	24 January 2023
Extension Options	3 month extension option to allow the campaign to begin or finish at a later date.
GDPR Position	Independent Controller (default unless specified); Additional information is contained in the Schedule 7 attachment REDACTED

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 requirements to be delivered by the Supplier to the Buyer in accordance with RM6002 Attachment 2 Specification – What Customers Need with the additional requirement below:</p> <p>The Chief Scientific Advisor's (CSA) role covers science in its broadest sense. The role is to ensure that DLUHC's policies, operations, and contribution to wider Government issues are informed by fit-for-purpose science and engineering evidence. The role is also about providing specific scientific, technical and engineering advice on our wide policy portfolio, and champion science in its broadest sense. The postholder will shape and drive the way the Department uses science in the context of the Government's central and ambitious domestic priority to level up the United Kingdom, and effect real change in every community.</p> <p>This is a broad remit, and DLUHC require a distinguished scientist or engineering leader, with a passion for science that reflects the DLUHC agenda, and be able to demonstrate understanding of the evidence issues underlying key policies. This is a role for a scientist who can maintain a broad and strategic view across a wide range of subjects, policy areas and disciplines.</p> <p>DLUHC judge that an executive search firm with experience of successfully recruiting Chief Scientific Advisers would be best-placed to support DLUHC with identifying the right talent for this important and specialist role.</p> <p>DLUHC would be expecting the Supplier to:</p> <ul style="list-style-type: none">• advise on the job description and advertising strategy, working alongside DLUHC HR, and our appointed Civil Service Commissioner;• conduct a search using their specialist networks to identify suitable candidates and generate a strong field;• carry out high quality candidate handling - keeping candidates informed and engaged throughout the process; and• evaluate the strengths and weaknesses of each candidate via in-depth preliminary interviews and advise the selection panel accordingly.

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PART A Service Levels will be confirmed at contract launch meeting in agreement with the supplier.

PERFORMANCE OF THE DELIVERABLES

Key Staff
None
Key Subcontractors
None

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