

Short Order Form Template and Call-Off Schedules

Order Form

CALL-OFF REFERENCE: N/A

THE BUYER: NHS England on behalf of Midlands and
Lancashire CSU

BUYER ADDRESS 2nd Floor East
Bennett House
Town Road
Hanley
Stoke-on-Trent
ST1 2QB

THE SUPPLIER: Coyle Personnel

SUPPLIER ADDRESS: Hygeia, First Floor
66-68 College Road
Harrow
Middlesex, HA1 1BE

REGISTRATION NUMBER: 02281209

DUNS NUMBER: 399927037

SID4GOV ID: N/A

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.

If an electronic purchasing system is used instead of signing as a hard-copy, text below must be copied into the electronic order form **starting from 'APPLICABLE FRAMEWORK CONTRACT' and up to, but not including, the Signature block.**

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 29/01/2025.

It's issued under the Framework Contract with the reference number RM6281 for the provision of Clinical and Healthcare Staffing.

CALL-OFF LOT(S):

Lot 1 - Nursing and Midwifery

Lot 3 - Allied Health Professionals (AHP), Health Science Services (HSS), & Emergency Services

Lot 4 - Social Care Staffing

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) RM6281
3. The following Schedules in equal order of precedence:
 - Joint Schedules for RM6281
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 7 (Financial Difficulties)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
 - Call-Off Schedules for RM6281
 - Call-Off Schedule 1 (Transparency Reports)
 - Call-Off Schedule 2 (Staff Transfer)
 - Call-Off Schedule 3 (Continuous Improvement)
 - [Call-Off Schedule 17 (MOD Terms) N/A]
 - [Call-Off Schedule 19 (Scottish Law) N/A]
 - [Call-off Schedule 21 (Northern Ireland Law) N/A]
 - [Call-Off Schedule 23 (HMRC Terms) N/A]
4. Core Terms (version 3.0.11)
5. Joint Schedule 5 (Corporate Social Responsibility)

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: 29/01/2025

CALL-OFF EXPIRY DATE: 06/02/2025

CALL-OFF DELIVERABLES

The provision of Clinical and Healthcare Staffing. **[Band 6 CHC Nurse Assessor as per original request.]**

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 CHARGES

£330.00 per day.

PAYMENT METHOD

Payment within 30 days of invoice

BUYER'S INVOICE ADDRESS:

NHS Midlands & Lancashire CSU

0CX PAYABLES M385

Phoenix House

Topcliffe Lane

Wakefield

West Yorkshire WF3 1WE

BUYER'S AUTHORISED REPRESENTATIVE

[REDACTED]

[REDACTED]

[REDACTED]

2nd Floor East, Bennett House, Town Road, Hanley, Stoke-on-Trent, ST1 2QB

SUPPLIER'S AUTHORISED REPRESENTATIVE

[REDACTED]

[REDACTED]

Hygeia, 66-68 College Road, Harrow, Middx HA1 1BE

SUPPLIER'S CONTRACT MANAGER
As per representative

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:		Signature:	
Name:		Name:	
Role:	CHC Team Lead (South)	Role:	Associate Director
Date:	20/01/2025	Date:	21.1.25

[**Buyer guidance:** execution by seal / deed where required by the Buyer].

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Lancashire CSU

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THE SUPPLIER: Coyle Personnel

SUPPLIER ADDRESS: Hygeia, First Floor
66-68 College Road
Harrow
Middlesex, HA1 1BE

REGISTRATION NUMBER: 02281209

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5. Joint Schedule 5 (Corporate Social Responsibility)

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: 06/02/2025

CALL-OFF EXPIRY DATE: 31/03/2025

CALL-OFF DELIVERABLES

The provision of Clinical and Healthcare Staffing. **[Band 6 CHC Nurse Assessor as per original request.]**

GDPR POSITION

Independent Controller

MAXIMUM LIABILITY

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CALL-OFF CHARGES

£330.00 per day.

PAYMENT METHOD

Payment within 30 days of invoice

BUYER'S INVOICE ADDRESS:

NHS Midlands & Lancashire CSU
0CX PAYABLES M385
Phoenix House
Topcliffe Lane
Wakefield
West Yorkshire WF3 1WE

BUYER'S AUTHORISED REPRESENTATIVE

[Redacted Name]
[Redacted Title]
[Redacted Address]

2nd Floor East, Bennett House, Town Road, Hanley, Stoke-on-Trent, ST1 2QB

SUPPLIER'S AUTHORISED REPRESENTATIVE

[Redacted Name]
[Redacted Title]

Hygeia, 66-68 College Road, Harrow, Middx HA1 1BE

SUPPLIER'S CONTRACT MANAGER
As per representative

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:		Signature:	
Name:		Name:	
Role:	CHC Team Lead (South)	Role:	Associate Director
Date:	30/01/2025	Date:	30/01/2025

[Buyer guidance: execution by seal / deed where required by the Buyer].