

Granicus-Firmstep Limited
Ground Floor
3 Wellbrook Court
Girton
Cambridge
CB3 0NA

Tuesday, 2nd September 2025

Call-Off Contract Title: Granicus – GovDelivery/Email Marketing Tool
Call-Off Contract Reference: DDaT24295
Call-Off Contract Variation Reference: 001

Please find the attached contract variation reference 001; to utilise the optional 12 month extension period with effect from Friday, 26th September 2025, at a total cost of £56,718.00 excluding VAT. The Call-Off Contract will now expire on Friday, 25th September 2026. The new total value of this Call-Off Contract will be £113,215.00 excluding VAT.

Please ensure that you review and satisfy yourselves with its content and the contractual implications of this variation before signing and returning to [REDACTED] and [REDACTED] for our records.

Yours Sincerely,

[REDACTED]

Call-Off Contract DDaT24295 is varied as follows and shall take effect on Friday, 26th September 2025 between:

(1) **UK Research and Innovation, Polaris House, North Star Avenue, Swindon, SN2 1FF (The Buyer).**

and

(2) **Granicus-Firmstep Limited, Ground Floor, 3 Wellbrook Court, Girton, Cambridge, CB3 0NA (The Supplier).**

Collectively known as the “**Parties**”

The Parties agree the following changes to Call-Off Contract DDaT24295 – Granicus – GovDelivery/Email Marketing Tool:

- The Buyer wishes to utilise the optional 12 month extension period with effect from Friday, 26th September 2025, at a total cost of £56,718.00 excluding VAT. The Call-Off Contract will now expire on Friday, 25th September 2026. The new total value of this Call-Off Contract will be £113,215.00 excluding VAT.

Words and expressions in this variation shall have the meanings given to them in Call-Off Contract DDaT24295. Call-Off Contract DDaT24295, including any previous variations, shall remain effective and unaltered except as amended by this variation.

For and on behalf of Granicus-Firmstep Limited (**The Supplier**)

Signed

Name

Position

Date

For and on behalf of UK Research and Innovation (**The Buyer**)

Signed

Name

Position

Date

