



CHANGE CONTROL NOTICE (CCN)

Contract Title:	Contract for The Provision of Office Stationery and Electronic Office Supplies – Banner Contract CCOU21A03-6		
Contract Reference:	CCOU21A03-6	Contract Change Number:	4
Date CCN issued:	20/08/25	Date Change Effective from:	01/09/25

Between: The Cabinet Office (The Customer) and **Banner** (The Supplier)

1. The Contract is varied as follows:

- 1.1 The contract was for a 24 month period with the option to extend for 2 x 12 months (2 + 1 + 1).
- 1.2 The contract was extended for a further 3 months until 31/03/25, and then for a further 5 months until 31/08/25 under Regulation 72 of the Public Contract Regulations 2015.
- 1.3 The Contracting Authority wishes to further extend the contract for a period of 7 months until 31/03/26 under Regulation 72 of the Public Contracts Regulations 2015.
- 1.4 There will be no change to the Total Contract Value. The total contract value is £400,000 including all extensions.

2. Words and expressions in this Change Control Notice shall have the meanings given to them in the Contract.

3. The Contract, including any previous Contract changes, authorised in writing by both Parties, shall remain effective and unaltered except as amended by this Change Control Notice.

Change authorised to proceed by: (Customer's representative):	REDACTED TEXT under FOIA Section 40, Personal Information	REDACTED TEXT under FOIA Section 40, Personal Information	26/08/25
	Signature	Print Name and Job Title	Date
Authorised for and on behalf of the Supplier:	REDACTED TEXT under FOIA Section 40, Personal Information	REDACTED TEXT under FOIA Section 40, Personal Information	26/09/25
	Signature	Print Name and Job Title	Date

OFFICIAL



Crown
Commercial
Service

OFFICIAL

The Provision of Office Stationary and Electronic Office Supplies - Banner
Contract CCOU21A03-4

Authorised for and on
behalf of the Customer:

REDACTED TEXT under
FOIA Section 40, Personal
Information

Signature

REDACTED TEXT under
FOIA Section 40,
Personal

Print Name and Job Title

26/08/25

Date

OFFICIAL