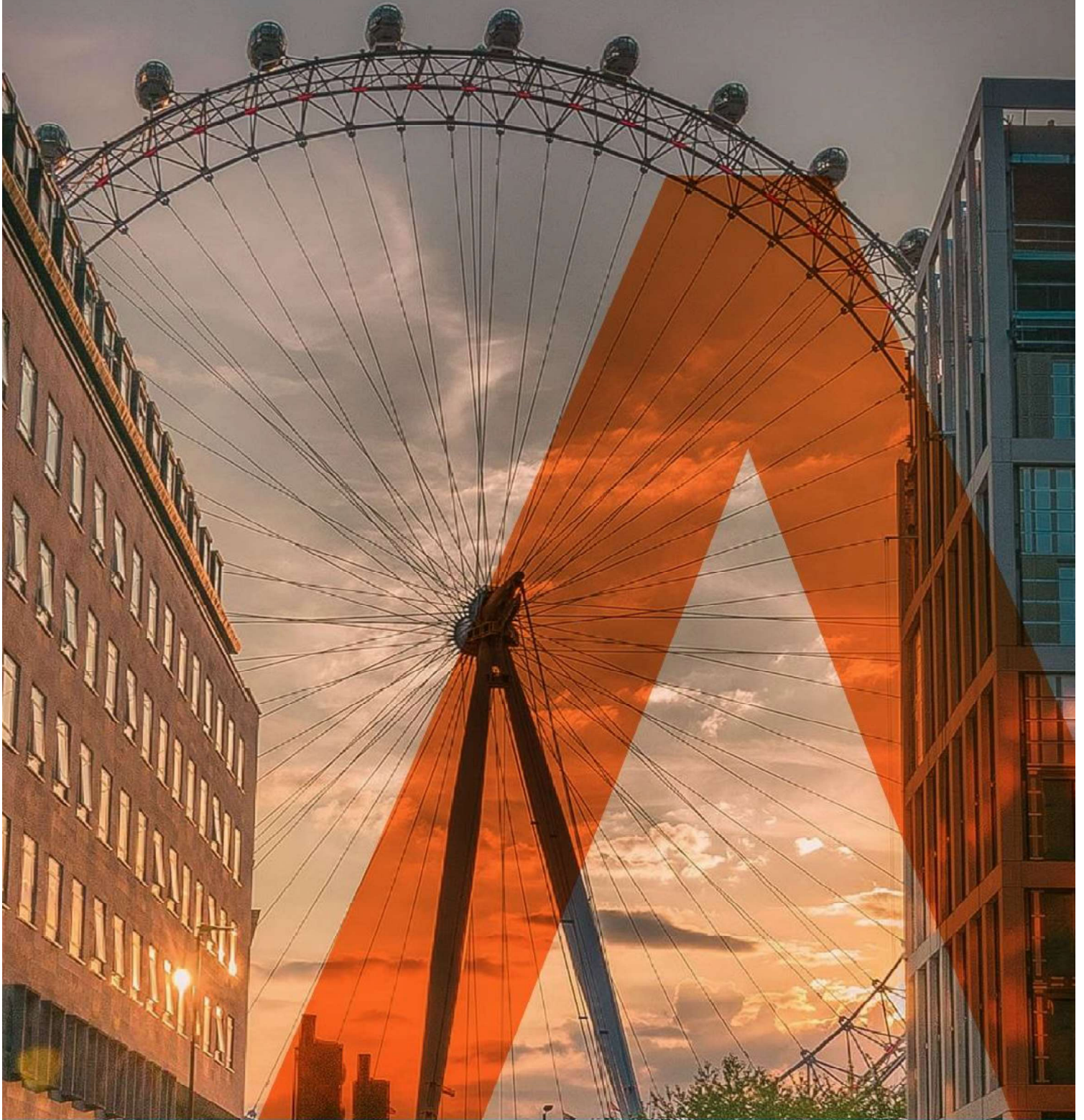


# CIVICA



## **BEIS CCN002 Support Renewal Jan-Dec23**

### **Contract Change Notice**

Version 1.0, 29/09/2022

Document Owner:	
Name:	Company/Role:
██████████	Civica, Service Delivery Manager

Approved Distribution:	
Name/Group:	Company/Role:
██████████	BEIS
██████████	BEIS
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██████████	Civica, Head of Service Management

Document Control:				
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## 1. Change Summary

Part A: Change Summary	
Change Title	BEIS ETSWAP Support Renewal Jan-Dec 2023
Change Number	CCN002
Customer	BEIS
Service	ETSWAP
Contract Reference	BEIS-OPRED_QME677_SFW8266 ("Contract")
SOPS Reference	LSM7481DCG
Change Initiated By	██████████ BEIS
Change Assessed By	██████████ Senior Service Delivery Manager
Assessment Valid To	3 months from date of issue



## 2. Customer Requirements

Part B: Statement of Requirement	
1/ Originator	██████████ BEIS
2/ Reason for Request	BEIS have asked to renew their BEIS ETSWAP Managed Service for a further 12 months.
3/ Description of Change	The Managed Service contract will be renewed for an additional 12 months (01/01/2023-31/12/2023) on the same SLA terms; current contract is due to expire on 31/12/2022.
4/ Acceptance Criteria of Proposed Solution	This CCN signed by both parties.
5/ Supporting Documentation	BEIS-OPRED_QME677_SFW8266

### 3. Impact Assessment

Part C: Impact Assessment		
<b>6/ Solution</b>		
<b>6.1/ Solution Detail</b>	The existing Managed Services contract will be extended for an additional 12 months on the same terms.	
<b>6.2/ Change Plan</b>	Support will be continuous with no transition activities.	
<b>7/ Additional Charges</b>		
<b>7.1/ Implementation Charges</b>	None	£ 0 One Off
<b>7.2/ Maintenance and Service Charges</b>	██████████	£ ██████ Annually
<b>7.3/ Other Charges</b>	████████████████████ ██████	£ ██████ Annually
<b>7.4/ Total Additional Charge</b>	(See pricing amendment in Part D)	£ 22,845.00
<b>7.5/ Resource Profile</b>	All Engineering work is to be undertaken on a Fixed Price basis.	
<b>8/ Risks and Dependencies</b>		
<b>8.1/ Risks</b>	None.	
<b>8.2/ Dependencies</b>	None.	
<b>9/ Impact Areas</b>		
<b>9.1/ Service Impact</b>		
<b>9.2/ Contract Schedules</b>	Yes - there is an impact	The contract will be extended by an additional 12 month.
<b>9.3/ Contracted Deliverables</b>	No impact	
<b>9.4/ Contracted Milestones</b>	Yes - there is an impact	New contract end date is 31/12/2023.
<b>9.5/ Contracted Pricing</b>	No impact	
<b>9.6/ Solution Architecture</b>	No impact	



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<b>9.7/ Third-Party Interfaces</b>	No impact	
<b>9.8/ Testing</b>	No impact	
<b>9.9/ Service Design, Service Delivery &amp; Operational SLAs</b>	No impact	
<b>9.10/ Privacy Impact Assessment</b>	No impact	



## 4. Authorisation

Part D: Contract Change Notice																	
<b>10/ Schedule Amendment</b>	This contract change sets out the fixed costs for providing support to the current service levels (as specified in BEIS-OPRED_QME677_SFW8266 ("Contract")) for an additional 12 months from 01/01/2023 until 31/12/2023.																
<b>11/ Milestone Amendment</b>	The service is extended by 12 months, from 01/01/2023 until 31/12/2023.																
<b>12/ Pricing Amendment</b>	<p>The fixed price of the service extension is as follows:</p> <table border="1"> <thead> <tr> <th>Item</th> <th>Nature</th> <th>Cost (Excl VAT)</th> </tr> </thead> <tbody> <tr> <td>[REDACTED]</td> <td>[REDACTED]</td> <td>[REDACTED]</td> </tr> <tr> <td>[REDACTED]</td> <td>[REDACTED]</td> <td>[REDACTED]</td> </tr> <tr> <td><b>Total</b></td> <td></td> <td><b>£ 22,845</b></td> </tr> </tbody> </table>					Item	Nature	Cost (Excl VAT)	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	<b>Total</b>		<b>£ 22,845</b>
Item	Nature	Cost (Excl VAT)															
[REDACTED]	[REDACTED]	[REDACTED]															
[REDACTED]	[REDACTED]	[REDACTED]															
<b>Total</b>		<b>£ 22,845</b>															
<b>13/ Terms</b>	<p>All prices are exclusive of VAT.</p> <p>Payment terms are as per contract.</p>																
<b>14.1/ Authorised on behalf of Civica:</b>																	
<b>Signed</b>	[REDACTED]	<b>Name</b>	[REDACTED]	<b>Date</b>	23rd November 2022												
		<b>Position</b>	Managing Director														
<b>14.2/ Authorised on behalf of the customer:</b>																	
<b>Signed</b>	[REDACTED]	<b>Name</b>	[REDACTED]	<b>Date</b>	11/23/2022												
		<b>Position</b>	Executive Director OPRED														

- End of Document -