

CHANGE CONTROL NOTICE (CCN)

Contract Title:	Contract for The Provision of Apprenticeship Training for the CCS Level 2 Customer Service Practitioner Apprenticeship Programme (The Contract)		
Contract Reference:	CCHR19A97	Contract Change Number:	CCHR19A97-1
Date CCN issued:	19 th April 2021	Date Change Effective from:	1st April 2021

Between: Crown Commercial Service (The Customer) and **The Growth Company** (The Supplier)

1. The Contract is varied as follows:

1.1. **Section 5.1 of the Order Form shall be amended to include the following wording.**

1.1.1. In relation to Clause 25.3, the total aggregate limit of liability shall be set to 150% of the contract charges. The wording shall therefore change to state the following:

1.1.1.1. Subject to Clauses 25.1 to 25.2 (Unlimited Liability), the Suppliers total aggregate liability: in respect of all Losses incurred by the Customer under or in connection with this Contract as a result of Defaults by the Supplier shall in no event exceed a sum equal to one hundred and fifty per cent (150%) of the Contract Charges.

1.2. **In addition, the extension option for this contract is to be utilised.**

1.2.1. The reason for the extension being utilised is that due to the Covid-19 pandemic, the start of the Apprenticeships was delayed by approximately three months. The extension is being utilised to allow these apprentices to finish their courses.

1.2.2. The current expectation is that the apprentices will finish their programmes by October 2021 based on the information available to the customer, however as the extension option is for a 12 month period and there are no additional costs in line with the extension, this will be exercised in full to ensure that there is adequate time for the apprenticeships to be completed.

1.2.3. The new expiry date for this contract shall be Thursday 31st March 2022.

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	REDACTED	REDACTED
Signature	Print Name and Job Title	Date

Authorised for and on behalf of the Supplier:

REDACTED	REDACTED	REDACTED
Signature	Print Name and Job Title	Date



Authorised for and on behalf of the Customer:

REDACTED	REDACTED	REDACTED
Signature	Print Name and Job Title	Date