

MovePlan Limited
2nd Floor Regis House
45 King William Street
London
EC4R 9AN

Tuesday 22nd November 2022

Dear [REDACTED],

Contract Title: Move Management Services for the London Institute of Medical Sciences (LMS)

Contract Reference: FM21070

Contract Variation Reference: FM21070/01

UK Shared Business Services Ltd (hereinafter referred to as "UK SBS"), acting as an agent on behalf of UK Research and Innovation (hereinafter referred to as "UKRI") hereby amends the Contract to MovePlan Limited for Move Management Services for the London Institute of Medical Sciences (LMS).

Please find the attached contract variation reference; FM21070/01 with effect from 22nd November 2022.

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 fmprocurement@uksbs.co.uk for our records.

Yours Sincerely,

[REDACTED]
Category Support
FM and Building Energy
UK Shared Business Services Ltd

Contract FM21070 is varied as follows and shall take effect on 22nd November 2022 between:

- (1) **United Kingdom Research and Innovation**, a statutory corporation whose registered office is at Polaris House, North Star Avenue, Swindon SN2 1FL ("**UKRI**"); (**The Contracting Authority**).

and

- (2) **MovePlan Limited**, a company incorporated and registered in England with company number 02069989 and whose registered office is at 2nd Floor Regis House, 45 King William Street, London, United Kingdom, EC4R 9AN (**the Supplier**).

Collectively known as the "**Parties**"

The Parties agree the following changes to contract FM21070 - Move Management Services for the London Institute of Medical Sciences (LMS)

Revised Scope of Works

Phase 2 of the LMS project involved the relocation of approximately 300 staff and equipment to the new laboratory facility that was estimated to be completed in June 2022.

The agreed revisions to the scope of work are as follows:

- Inclusion of the [REDACTED] as part of the relocation (moves to take place from 12th December 2022) - 5 move days for two people.
- Additional moves for [REDACTED] and [REDACTED].

Contract Extension

Due to the delay with the construction phase of the project, phase 7 has been delayed.

To take into consideration this delay along with the revised scope of services an extension to the project has been agreed up until 31st December 2022.

Contract Value

The total cost associated with the additional scope and the contract extension is £23,966.00 excluding VAT.

For the avoidance of doubt, the total value of this Contract including this Contract Extension shall therefore not exceed [REDACTED] exc. VAT.

Words and expressions in this variation shall have the meanings given to them in Contract FM21070. Contract FM21070, including any previous variations, shall remain effective and unaltered except as amended by this variation.

For and on behalf of MovePlan Limited (**The Supplier**)

Signed

Name

Position

Date

[Redacted signature block with four lines of dotted lines]

For and on behalf of United Kingdom
Research and Innovation (**The Contracting Authority**)

Signed

Name

Position

Date

[Redacted signature block with four lines of dotted lines]