



Contract Change Note ("CCN")

CCN Number	003
Contract Reference Number & Title	CR_1271 – Provision of Office Supplies
Variation Title	Contract Extension
Number of Pages	2

WHEREAS the Contractor Banner Group Ltd and the Authority, Department for Business and Trade, entered into a Contract for provision of Office Supplies, dated 1st January 2021 (the "Original Contract") and now wish to amend the Original Contract.

IT IS AGREED as follows

1. The Original Contract shall be amended as set out in this Change Control Notice (CCN):

Change Requestor / Originator	The Authority	
Summary of Change	Six (6) month contract extension, from 1st January 2024 to 30th June 2025.	
Reason for Change	In accordance of Regulation 72(1)(e) of the Public Contract Regulations 2015, the Authority intends to extend contract CR_1271 by a further six (6) months to provide a continuity of services. The Original Contract will now expire on the 30th of June 2025 (unless it is terminated earlier in accordance with its terms).	
Revised Contract Price	Original Contract Value	£2,546,976.00 (Ex VAT)
	Previous Contract Changes	N/A
	Contract Change Note 002	N/A
	New Contract Value	£2,546,976.00 (Ex VAT)
Revised Payment Schedule	Not Applicable.	
Revised Specification (See Appendix 1 for Details)	Not Applicable.	
Revised Contract Period (if applicable)	Current contract end date: 31st December 2024. New contract end date: 30 th June 2025.	
Change in Contract Representative(s)	Not Applicable.	
Other Changes	None.	

2. Save as amended all other terms of the Original Contract shall remain effective.
3. This CCN takes effect from the date on which both Parties sign for acceptance of its terms.



Department for
Business & Trade

Parties:

Contractor: Banner Group Ltd

Signed by: **Redacted Under FOIA Section 40 Personal Information**

Title: **Redacted Under FOIA Section 40 Personal Information**

Date: 23/12/2024

Signature: **Redacted Under FOIA Section 40 Personal Information**

Authority: Department for Business and Trade

Signed by: **Redacted Under FOIA Section 40 Personal Information**

Title: **Redacted Under FOIA Section 40 Personal Information**

Date: 23/12/2024

Signature: **Redacted Under FOIA Section 40 Personal Information**