



Department  
for Education

[REDACTED]  
Sanctuary Buildings  
Great Smith Street  
London  
SW1P 3BT  
[REDACTED]

[REDACTED]  
Education Development Trust  
Highbridge House,  
16-18 Duke Street  
Reading  
RG1 4RU

29 August 2017

Dear [REDACTED],

**RESEARCH PROJECT: TEACHING AND LEARNING INTERNATIONAL SURVEY  
(TALIS) 2018 VIDEO STUDY'  
PROJECT REFERENCE NO: EOR/SBU/2015/030**

Please find attached a Variation of Agreement for this Research Contract.

I would be grateful if you could sign and date the variation on behalf of your organisation and return them to me via email.

A copy of the Variation will be returned to your organisation once it has been signed for and on behalf of the Department.

Yours sincerely

[REDACTED]  
[REDACTED]  
[REDACTED]  
CC [REDACTED]

**VARIATION TO THE CONTRACT WITH: Education Development Trust**

**CONTRACT NUMBER: EOR/SBU/2015/030**

**CONTRACT DATE: 28/09/2016**

**VARIATION NUMBER: 1**

**REASON**

Funding, additional to the existing contract budget, has been secured to provide a £200 incentive to each of the 85 participating completing schools in the TALIS 2018 Video Study. This variation covers the additional cost of **£19,125** [REDACTED]. Exact final figures of completed participating schools will be confirmed by the contractor [REDACTED], which will be reflected in the final costs.

Additional point

A minor discrepancy was noted in the original signed contract, whereby a payment amount in the project milestone in Schedule 1 (point 8 in Table 1 below) was [REDACTED], rather than [REDACTED]. This £1 discrepancy has been adjusted in the new milestones in point 8 in Table 2 below. To note: the figure for the 2017-18 financial year was correct, so has not been adjusted.

**SCHEDULE ONE**

The Contractor shall determine the final number of completed participating schools in TALIS 2018 Video Study, and notify the Department for Education of that figure and the total amount of incentive money accrued, [REDACTED]. [REDACTED].

[REDACTED]

**SCHEDULE TWO**

The additional incentive payments and the discrepancy payment have been added to existing milestone payments. Below are the original milestones during this time period, followed by the amended project milestones. The additional project milestone and payment amount are highlighted in **bold** in the second table.

**Table 1: Original Milestones**

[REDACTED]

Expenditure for the financial year 2016-2017 shall not exceed [REDACTED] exclusive of VAT.  
Expenditure for the financial year 2017-2018 shall not exceed [REDACTED] exclusive of VAT.  
Expenditure for the financial year 2018-2019 shall not exceed [REDACTED] exclusive of VAT.  
Expenditure for the financial year 2019-2020 shall not exceed [REDACTED] exclusive of VAT.

**Total Project expenditure shall not exceed £1,172,108 exclusive of VAT.**

**Table 2: Updated Milestones**

[REDACTED]

Expenditure for the financial year 2016-2017 shall not exceed [REDACTED] exclusive of VAT.  
Expenditure for the financial year 2017-2018 shall not exceed [REDACTED] exclusive of VAT.  
Expenditure for the financial year 2018-2019 shall not exceed [REDACTED] exclusive of VAT.  
Expenditure for the financial year 2019-2020 shall not exceed [REDACTED] exclusive of VAT.

**Total Project expenditure shall not exceed £1,191,233 exclusive of VAT.**

We agree that all other terms and conditions of the Contract remain unaltered and that no other liabilities, financial or otherwise, shall accrue to the Department because of the above amendment. We confirm acceptance of the Variation of the terms specified above.

As witness the hands of the parties

**Authorised to sign for and on behalf of  
the Secretary of State for Education**

**Authorised to sign for and on behalf of  
the Contractor**

**Signature**

**Signature**

**Date**

**Date**

**Name in Capitals**

**Name in Capitals**

**Position and Address**

**Position and Address**