



Department
for Education

[REDACTED]
Floor 2
2 St Pauls Place
Sheffield
S1 2FJ

[REDACTED]
IFF Research Ltd
5th Floor, St Magnus House
3 Lower Thames Street
London
EC3R 6HD

25/01/2019

Dear [REDACTED]

**RESEARCH PROJECT: CONTRACT FOR APPRENTICE EVALUATION & PAY
SURVEYS 2018
PROJECT REFERENCE: DFERPPU/2018/006**

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

I would be grateful if you could sign and date this for and on behalf of your organisation and email them to me at the address below:

[REDACTED]

Cc: [REDACTED]

One 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]

Skills Policy Analysis Division, Department for Education

VARIATION TO THE CONTRACT WITH: IFF Research Ltd

CONTRACT NUMBER: DFERPPU/2018/006

VARIATION NUMBER: [1]

REASON

1. On the AEvS and APS joint survey with current learners, the interviews are running on average 2 minutes over the costed length. To avoid having to reduce the overall sample size to offset this (by 320 interviews), the Department will incur additional costs of [REDACTED] in order to extend the interview length by 2 minutes and retain the target sample of 2,500 interviews. This comprises [REDACTED] for fieldwork, and [REDACTED] for 2 days of research manager time, and 2 days of data programming time (CATI and tables scripting, and reporting).
2. To accommodate additional fieldwork time, the Department and IFF Research have agreed to amend the deliverable of Milestone 5 (confirmation of data programming, weighting and verification), and to extend the date for delivery of the final Milestone 6 to 15th July 2019.

SCHEDULE TWO

	Milestone 4	Payment Amount	Payment Date
1.	<ul style="list-style-type: none">• Completion of remaining 50% of main fieldwork, including additional 2 minutes of interview time for the 2,500 interviews with current learners in England on the AEvS/APS joint survey;• Sample boosts;• IFF discount for core survey costs	[REDACTED]	8th March 2019
2.	Milestone 5		
	<ul style="list-style-type: none">• Programming of SPSS data tables, weighting and data verification	[REDACTED]	25th March 2019
	Milestone 6		
	<ul style="list-style-type: none">• Delivery of online trial, final presentations and final reports	[REDACTED]	15th July 2019

Expenditure for the financial year 2018-2019 shall not exceed [REDACTED] excluding VAT

Total Project expenditure shall not exceed £535,325 excluding 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



28/1/2019

Name in Capitals



Position and Address

Head of Analysis, Skills Policy Analysis

Sanctuary Buildings,
20 Great Smith Street,
London,
SW1P 3BT

Authorised to sign for and on behalf of
the Contractor

Signature



Date 28/1/2019

Name in Capitals



Position and Address

DIRECTION

IFF Research
5th Floor, St Magnus House
3 Lower Thames St
London
EC3R 6AD.

