



Ministry of Housing,
Communities &
Local Government

KOSI Corporation Limited
Unit 3 The Old Gas Works
77 Kilmorey Street, Newry
Co Down
BT34 2DH
Northern Ireland

10th September 2020

For the attention of **[Redacted]**

Contract Reference: CPD/004/121/071

The Provision of Due Diligence Activities for PortalPlanQuest

Please find attached a contract variation for the quote received (Annex A) on Monday 7th September for due diligence activities on **[Redacted]** relating to the above-mentioned contract, which is due to expire on 31st October 2020.

Please confirm acceptance of this amendment as soon as possible by signing and returning this document to the undersigned.

MHCLG will accept a signed Word or PDF version.

I look forward to hearing from you.

Yours faithfully

Joanna Means
Senior Procurement Advisor



CALL OFF SCHEDULE 12: VARIATION FORM

No of Call Off Order Form being varied: CPD/004/121/071

Variation Form No: 2

BETWEEN:

Ministry of Housing, Communities and Local Government ("the Customer")

and

KOSI Corporation Limited ("the Supplier")

1. This Call Off Contract is varied as follows:

An agreement has been made between the Supplier and the Customer. The Supplier and the Customer have agreed for due diligence activities on **[Redacted]**. This is for a fixed price of £24,925 in accordance with the quote received on Monday 7 September as detailed in Annex A along with an updated project plan.

This is in addition to the existing contract value of £28,850 which now brings the total value of the contract to £53,775. The end date of the contract remains as 31st October 2020.

2. Full details on this amendment can be found below at Annex A.
3. Words and expressions in this Variation shall have the meanings given to them in this Call Off Contract.
4. This Call Off Contract, including any previous Variations, shall remain effective and unaltered except as amended by this Variation.

Signed by an authorised signatory for and on behalf of the Customer

Signature

Date

Name (in Capitals)

Address MHCLG, 2 Marsham Street, London SW1P 4DF



Ministry of Housing,
Communities &
Local Government

Signed by an authorised signatory to sign for and on behalf of the Supplier

Signature

Date

Name (in Capitals)

Address.....



Annex A to Contract Amendment 2

Annex E – Pricing Schedule:

Insert: Revised pricing table for additional due diligence activities at Annex E as quoted on the 7 September 2020 as detailed below.

Tasking Order:

Insert: 3.1 - Project Plan for additional Due Diligence activities on **[Redacted]** as detailed below.

Delete: 7.1- **Estimated Year 1 Call Off Contract Charges:** The total capped price of this contract is £28,850

Insert: 7.1- **Estimated Year 1 Call Off Contract Charges:** The total capped price of this contract is £53,775
This is made up of an original capped price of £28,850
Plus an additional capped price of £24,925 incorporated in Contract Amendment number 02



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Annex A – Quote received on Monday 7 September 2020 for due diligence activities on a new preferred buyer from KOSI Corporation Limited
[Redacted]



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Updated Project Plan provided on Wednesday 9 September for due diligence activities on a new preferred buyer from KOSI Corporation Limited

Week (s)	Activity
1	Mobilisation workshop Preparation of comprehensive information request to address information gaps Establish confidential online e-room for data sharing Retrieve initial information Conference with MHCLG Initial meeting with prospective buyer Progress Report
2 -3	Analysis Conference discussions Stress testing Forensic retrieval of information re. litigation and reputation Final Draft Report and presentation of findings
3 -4	Final Agreed Report Delivered