



**Contract Management
CHANGE CONTROL FORM- General – v. 4**

Contract Name:	Acquisition Support Partner Managed Services Contract	Contract Ref. No.	CCS Reference RM3738 MoD Contract Number: CCCC15A19 (Variation Ref: CCCC15A19-05)
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CUSTOMER CHANGE NOTICE (CCN)

Initiated by:	REDACTED TEXT	CCN Reference:	CCN 5
Source of change:	MoD	Date CCN Raised by relevant party:	25 th April 2017

STAGE 1 - CUSTOMER

Summary of proposals / requirements

This is a variation to the contract between the Ministry of Defence and KPMG LLP. The Terms and Conditions of the Contract apply but with the following amendments:

- Extension of Contract Term: The existing Contract currently expires on 14th July 2017. The MoD propose to exercise the option to extend for an additional period of eight months and seventeen days from 15th July 2017 to 31st March 2018.

Proposed payment: In line with the existing payment terms and conditions.

Required delivery date, with rationale: In line with the existing Contract terms and conditions and the proposed extension to 31st March 2018.

Change authorised to proceed to Stage 2 (Customer organisation representative)	REDACTED TEXT	REDACTED TEXT	24 May 2017
	Signature	Print Name & Position	Date

Change authorised to proceed to Stage 2 (CCS representative):	REDACTED TEXT	REDACTED TEXT	24 th May 2017
	Signature	Print Name & Position	Date



STAGE 2 – SUPPLIER

Comments/ Caveats on requested change

Anticipated period from CCN being authorised by customer to start of related provision

Immediate

Anticipated implementation period, if any

None

Signed (Supplier Representative):

REDACTED TEXT

Print Name & Position:

REDACTED TEXT

Date:

30 May 2017

Change authorised to proceed to Stage 4 (CCS):

Signature

Print Name & Position

Date

STAGE 3 - CLARIFICATIONS

Clarifications/ queries to supplier regarding their proposals:

Date:

Supplier Response

Date:

STAGE 4 - CUSTOMER CCN SIGN-OFF TO PROCEED TO IMPLEMENTATION

CCN Withdrawn:

No

By signing below, unless CCN is withdrawn, the Ministry of Defence agrees to pay KPMG LLP the costs detailed in Stage 1, by deadlines agreed with the supplier, or as defined in the contract.



Signed
(Customer
Representative)

REDACTED TEXT

Print Name & Position

REDACTED TEXT

Date:

31 May 2017

Change
authorised to
proceed to
implementation
(CCS):

REDACTED TEXT

Signature

REDACTED TEXT

Print Name & Position

Date:

30th May 2017

STAGE 5 - CCN COMPLETION SIGN-OFF

I confirm that the provision required under the CCN commenced in accordance with the customer requirements and supplier proposals in this CCN.

Date provision required
under the CCN
commenced:

Immediately

Date Signed
by Customer:

30th May 2017

Signed
(Customer
representative)

REDACTED TEXT

Print Name &
Position

REDACTED TEXT