



REDACTED UNDER S 40 OF
FOIA (PERSONAL
INFORMATION)

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(PERSONAL INFORMATION)

13th February 2023

Dear REDACTED UNDER S 40 OF FOIA (PERSONAL INFORMATION)

Extension of the Services Concession Contract (Lot 2 English for Speakers of Other Languages (ESOL) con_18691 between Gateway Qualifications and The Secretary of State for Justice.

High quality provision of qualifications is a critical part of the education offer in Prisons and, HMPPS very much values your contribution and our ongoing relationship in the delivery of these services.

As you will be aware the above contract expires on 31st July 2023. With this, the Authority wishes to amend the Concession Contract for the Provision of Qualifications to Education Providers, Existing Education Providers, HMPPS in Wales and/or the Authority (Lot 2 English for Speakers of Other Languages (ESOL), by amending the contract End Date by 20 months to the 31st March 2025.

The existing terms and conditions of the Contract shall apply throughout the extended period however, the Fees set out in Schedule 2 (Fees) of the contract shall be varied to include an uplift to the current contract Fees. Full details of the increased Contract Fees are detailed within Appendix 1 of the below Contract Change Notice.

To confirm your acceptance of this Contract Variation please sign, date, and return via Adobe DocuSign the below Contract Change Notice in Annex A no later than the 20th February 2023.

If you have any queries, please do not hesitate to contact myself

May I take this opportunity to thank you for your cooperation to date and look forward to an ongoing successful working relationship resulting successful delivery of services in future.

Yours sincerely,

REDACTED UNDER S 40 OF FOIA (PERSONAL INFORMATION)
for and on behalf of the Authority

Annex A

Change Request Form

(For completion by the Party requesting the Change)

SCHEDULE 3 - CHANGE CONTROL**Contract Change Notice ("CCN")**

| | |
|--|---|
| CCN: | CCN 001 |
| Contract Reference Number & Title | Services Concession Contract (Lot 2 English for Speakers of Other Languages (ESOL)) between Gateway Qualifications and The Secretary of State for Justice (con_18691). |
| Change Title | Contract Extension |
| Number of Pages | Four |

WHEREAS the Concessionaire and the Authority entered into a Contract to provide the Services in Lot 2 – English for Speakers of Other Languages (ESOL) dated 24/04/2018 (**the "Original Contract"**) and now wish to amend the Original Contract

IT IS AGREED as follows

1. The Original Contract is amended as set out in this CCN:

| Change Requestor / Originator | The Authority | |
|-------------------------------|---|---|
| Summary of Change | <p>This requested change is to:</p> <ul style="list-style-type: none"> a) amend the term of the above Contract by 20 months, changing the end date of this Contract to the 31st March 2025. b) increase the Fees set out in Schedule 2 (Fees) of the Contract from 1st August 2023 to include an uplift as detailed within the revised Fees schedule show in Appendix 1 of this CCN. Fees shall remain fixed until the 31st March 2025. <p>All other existing terms and conditions of the Contract shall apply throughout the extended period</p> | |
| Reason for Change | To reflect the Authority requirement for Concession services expiry on the 31 st March 2025. | |
| Revised Contract Value | Original Contract Value | Contract Fees as set out in Schedule 2 (Fees) of the Contract referenced above. |
| | Previous Contract Changes | Not applicable |

| | | |
|-------------------------------|---|---|
| | New Contract Value | Revised Contract Fees are set out in the Appendix 1 of this CCN (Revised Schedule 2: Fees). |
| Revised Fees Schedule | <p>This CCN shall increase the Fees set out in Schedule 2 (Fees) of the Contract from 1st August 2023.</p> <p>For the avoidance of doubt the increased Contract Fees are set out in the Appendix 1 of this CCN (Revised Schedule 2: Fees). Fees shall remain fixed until the 31st March 2025.</p> | |
| Revised Specification | No Change | |
| Revised Term | <p>This CCN will amend Clause A5 (Term) of the contract referenced above, changing the End Date from the 31st July 2023 to the 31st March 2025</p> <p>All other existing terms and conditions of the Contract shall apply throughout the extended period.</p> | |
| Change in Contract Manager(s) | Not applicable | |
| Other Changes | Not applicable | |

2. Save as amended in the CCN all other terms of the Original Contract remain effective.
3. The CCN takes effect from the date on which both Parties sign below.

IN WITNESS of which this CCN has been duly executed by the Parties.

SIGNED for and on behalf of the Secretary of State for Justice

REDACTED UNDER S 40 OF FOIA (PERSONAL INFORMATION)

Date: Feb 15, 2023

SIGNED for and on behalf of Gateway Qualifications

REDACTED UNDER S 40 OF FOIA (PERSONAL INFORMATION)

Date: Feb 14, 2023

Contract Change Notice ("CCN")

(Changes do not become effective until this form has been signed by both Parties.)

APPENDIX 1 REVISED SCHEDULE 2: FEES

| English for speakers of other languages (ESOL) Qualifications | List price from 1st August 2023 (£) | Revised Price for contract extension period 1st August 2023 to 31st March 2025 (£) £3.00 discount on each qualification |
|--|--|--|
| Entry Level 1 Award in ESOL Skills for Life - Reading | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) |
| Entry Level 1 Award in ESOL Skills for Life - Speaking and Listening | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) |
| Entry Level 1 Award in ESOL Skills for Life - Writing | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) |
| Entry Level 1 Certificate in ESOL Skills for Life | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) |
| Entry Level 2 Award in ESOL Skills for Life - Reading | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) |
| Entry Level 2 Award in ESOL Skills for Life - Speaking and Listening | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) |
| Entry Level 2 Award in ESOL Skills for Life - Writing | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) |
| Entry Level 2 Certificate in ESOL Skills for Life | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) |
| Entry Level 3 Award in ESOL Skills for Life - Reading | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) |
| Entry Level 3 Award in ESOL Skills for Life - Speaking and Listening | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) |

| | | |
|--|--|--|
| | INTERESTS) | |
| Entry Level 3 Award in ESOL Skills for Life - Writing | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) |
| Entry Level 3 Certificate in ESOL Skills for Life | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) |
| Level 1 Award in ESOL Skills for Life - Reading | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) |
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| Level 1 Award in ESOL Skills for Life - Writing | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) |
| Level 1 Certificate in ESOL Skills for Life | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) |
| Level 2 Award in ESOL Skills for Life - Reading | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) |
| Level 2 Award in ESOL Skills for Life - Speaking and Listening | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) |
| Level 2 Award in ESOL Skills for Life - Writing | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) |
| Level 2 Certificate in ESOL Skills for Life | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) |
| Entry Level 1 Award in Introduction to English for Non-native Speakers | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) | REDACTED UNDER S 43 OF FOIA (COMMERCIAL INTERESTS) |











Contract Extension

Final Audit Report

2023-02-15

| | |
|-----------------|--|
| Created: | 2023-02-14 |
| By: | REDACTED UNDER S 40 OF FOIA (PERSONAL INFORMATION) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABADNQSgsxS3Bmla1hffZ8LUi97SAHhjGBT |

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