



Department  
for Environment  
Food & Rural Affairs

**CONTRACT CHANGE NOTE**

<b>Contract Change Note Number</b>	<b>CCN01</b>
<b>Contract Reference Number and Title</b>	Bravo Project 32431 (ecm_60961) Atamis contract reference C14651 Atamis variation reference V-00269
<b>Variation Title</b>	Variation to extend the term of the original contract by two (2) years and cover a price increase for this extension.
<b>Number of Pages</b>	Four (4)

Whereas The Bat Conservation Trust (the Contractor) and the Authority entered into a Contract, for the Provision of Passive Bat Surveillance Services dated 1<sup>st</sup> April 2021 (the "Original Contract"), and now wish to amend the Original Contract.

It is agreed as follows:

1. With effect from 31<sup>st</sup> March 2023 the Original Contract shall be amended as set out in this Contract Change Note.

<b>Change Requestor / Originator</b>	[REDACTED]	
<b>Summary of Change</b>	<p>The Original Contract term was from 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2023. A variation is now required to extend the term by two (2) years as specified in "Term", clause 4.2, Annex One (1) of the original contract. This allowable variation was detailed in the Original Contract.</p> <p>A further variation is required to cover a price increase not provided for in the original contract but allowable under Regulation 72 (1) (e).</p>	
<b>Reason for Change</b>	<p>Allowable contract change to extend the Original Contract by two (2) years and;</p> <p>Price variation under Regulation 72 (1) (e) to cover price increase from service provider (not provided for in original contract).</p>	
<b>Revised Contract Price</b>	Original Contract Value (including provision for two (2) year extension)	[REDACTED]
	CCN01	£26,000.00
	New Contract Value	[REDACTED]
<b>Revised Specification</b>	As detailed in Schedule One (1) Specification of Services. No change.	
<b>Revised Contract Period</b>	1 <sup>st</sup> April 2021 – 30 <sup>th</sup> March 2025	

<b>Pricing Schedule</b>	As detailed in Annex Two (2) Pricing Schedule
<b>Change in Contract Manager(s)</b>	None
<b>Other Changes</b>	None

2. Save as herein amended all other terms and conditions of the Original Contract shall remain in full force and effect.

Execution of the Contract Change Note is carried out in accordance with EU Directive 99/93 (Community framework for electronic signatures) and the Electronic Communications Act 2000. The revised Contract is formed on the date on which both Parties communicate acceptance of its terms on the Authority's electronic contract management system ("Atamis").

Supplier Signature:

Authority Signature:

## **SCHEDULE ONE (1)**

### **SPECIFICATION OF SERVICES**

This section sets out the Authority's requirements.

#### **1. Background**

- 1.1 The Customer's engagement with the Supplier is a key element of Defra's advice to the public for dealing with bats and bat contact incidents, ensuring the public deals safely with bats, taking into account the risk of rabies.
- 1.2 The Supplier is the leading non-government organisation (NGO) solely devoted to the conservation of bats and the sole source of expert advice for the general public about bats and bat related incidents.
- 1.3 This Specification of Requirements sets out how the Supplier shall provide surveillance of lyssavirus in British bats in relation to the Customer's passive surveillance programme, as well as wider bat and bat disease work.

#### **2. Requirements**

- 2.1 The Supplier shall produce an annual report for the Customer on the Rabies Passive Surveillance Programme.
- 2.2 The complete report shall be e-mailed to the Customer (in early April of each year of the Contract) and this shall cover the proceeding twelve (12) months (from 1st April to the 31<sup>st</sup> March).
- 2.3 The primary focus for this requirement is rabies in British bats, in particular the Customer's Rabies Passive Surveillance Programme. The Supplier shall;
  - Promote the Passive Surveillance Programme through the Supplier's helpline and website;
  - Assist callers to submit dead bats to the Customer;
  - Send out test tubes, envelopes, instruction sheets and general licenses to those requiring them (for submission of bats to the programme);
  - Promote the passive surveillance programme to UK bat workers via regular and special edition communications, at relevant events and presentations;
  - Disseminate results and data from both active and passive surveillance programmes to bat groups, including communications around confirmed European bat lyssavirus cases;
  - Support the Customer's work on wider diseases where applicable and as agreed between BCT and the Customer;

## **SCHEDULE TWO (2)**

### **PRICING SCHEDULE**

Annual Price	Price (£) from 1 <sup>st</sup> April 2023 to 31 <sup>st</sup> March 2024	Price (£) from 1 <sup>st</sup> April 2024 to 31 <sup>st</sup> March 2025
Contribution towards helpline staff salaries		
Postage, printing, stationary and staff time (to prepare packs)		
Contribution towards other staff salaries		
<b>TOTAL</b>		

1. The maximum value of this extension to Contract is . Any increase to this value will need approval from the APHA Contract Manager. (The maximum value of the Contract will be monitored by APHA).
2. The Customer shall pay the Supplier per annum for provision of the Services.
3. A breakdown of the annual price is included in the table above. All prices are exclusive of VAT and shown in GBP sterling £.