



# Foreign, Commonwealth & Development Office



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File Ref: PO 6788

Date: 09 September 2021

Contract Amendment No: 9

**CONTRACT FOR:** Transparency, Responsiveness, Accountability and Citizen Engagement

**CONTRACT NUMBER:** PO 6788

With reference to the contract dated 2<sup>nd</sup> February 2015, (as most recently amended by the letter dated 24<sup>th</sup> December 2020) both Parties have in principle agreed to the following variations to the Contract:

## **Section 4 Appendix A – Form of Agreement**

### **1. Commencement and Duration of the Services**

**Delete:** 30 September 2021 (the "End Date")  
and

**Insert:** 31 May 2022 (the "End Date")

### **3. Financial Limit**

**Delete:** £41,137,835  
and

**Insert:** £41,582,835

## **Section 4A- Annex A – Terms of Reference**

**Insert:** Annex - Proposed Scope of Work - TRACE ext October 2021-May 2022 (**REDACTED**)

**Insert:** Annex 2 – Contract Management KPIs as attached (**REDACTED**)

## **Section 4 Appendix A Annex B – Schedule of Prices**

**Delete** the Schedule of Prices (Extension Phase) Updated December 2020 (**REDACTED**)

**Insert** Schedule of Prices (Extension Phase) Updated 25<sup>th</sup> August 2021 (**REDACTED**)



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2. These amendments relate to:

- A time extension – 8 months increasing the financial limit by £445,000
- An update of the Key Personnel section within the contract.
- inclusion of KPIs into the ToR

3. Please confirm in writing by signing and returning one copy of this letter, within **15 working days** of the date of issue on behalf of FCDO that you accept the variations set out herein.

4. The Contract, including any previous variation, shall remain effective and unaltered except as amended by this letter.

5. Words and expressions in this letter shall have the meanings given to them in the Contract.

Signed by an authorised signatory for and on behalf  
of the Secretary of State for Foreign, Commonwealth  
and Development Affairs.

Name:

Position:

Signature:

Date:

Signed by an authorised signatory for and on behalf of  
DAI Europe Ltd

Name:

Signature :

Date :

Enc:

- Schedule of Prices (Extension Phase) dated 25 August 2021 (**REDACTED**)
- Annex - Proposed Scope of Work - TRACE ext October 2021-May 2022 (**REDACTED**)
- Annex 2 - PO 6788 TRACE Contract Management KPIs (**REDACTED**)