

Change Control Form – general

Contract Name:	Candidate Search & Attraction - LinkedIn	Contract Ref. No.	CCZX21A64
CHANGE NOTICE (CCN)			
Initiated by: CCN	<div>REDACTED – Procurement lead & Contract manager within GRS REDACTED – business lead</div>	Reference:	<div>CCN02</div>
: Source of change:	<div>The Authority – to extend the contract by a 12-month term.</div>	Date CCN	<div>29/11/2023</div>
Raised by			
relevant party:			
STAGE 1 - Authority			
Summary of proposals/ requirements	<div><p>This is a variation to the contract between the Cabinet Office (GRS) and LinkedIn Ireland Unlimited Company.</p><p>The Terms and Conditions of the Contract apply but with the following amendments:</p><p>List here what you propose to change</p><p>Reason for change: Extension to current contract by twelve (12) months (from 3rd December 2023 to 2nd December 2024) and will purchase 11 Licences and 101 job postings. A full table of the breakdown can be seen below under the heading of Extension requirements.</p></div>		

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Proposed payment:

£162,885.00 – Payment to be made after formal agreement / variation signatures via BACs.

Required delivery date, with rationale:

In advance of go live (3rd December 2023)

Change authorised to
be sent to other party

[CONTRACT
MANAGER]

REDACTED

Signature

REDACTED

Procurement Lead and Contract
manager

Print Name & Position

29/11/2023

Date

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REDACTED		
REDACTED	REDACTED	REDACTED
	REDACTED	

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Comments/ Caveats on requested change	REDACTED			
	REDACTED			
	REDACTED			
	REDACTED			
	REDACTED			
	REDACTED			
REDACTED		REDACTED	REDACTED	
REDACTED		REDACTED	REDACTED	
REDACTED		REDACTED	REDACTED	
REDACTED		REDACTED	REDACTED	
CAPITAL / IMPLEMENTATION COST				
Labour				
Materials				
Other Costs				
TOTAL:				
ABORTIVE COSTS:				

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

Anticipated implementation period, if any

REDACTED Signed (Supplier Print Name & Representative)Position:
:

REDACTED Senior Revenue Accountant

Date:

30 November 2023

Change authorised to proceed to Stage 4 (CONTRACT MANAGER):

REDACTED

Date

Signature

Print Name & Position

STAGE 3 - CLARIFICATIONS

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Clarifications/ queries
to supplier regarding
their proposals:

N/A

Date:

Supplier ResponseDate:

N/A

STAGE 4 - CCN SIGN-OFF TO PROCEED TO IMPLEMENTATION

CCN Withdrawn:

Yes/ no

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By signing below, unless CCN is withdrawn, *the [Customer / Authority, as defined in the contract]* agrees to pay the *[Supplier/ Contractor, as defined in the contract]* the costs detailed in Stage 2, by deadlines agreed with the supplier, or as defined in the contract.

Change authorised
to proceed to
implementation

Having completed the form, the
supplier returns it to you
for signature

The supplier can start once this part is complete. The change
is then part of the contract and you might need to amend
the updated version of the contract

REDACTED
(Delegated

Signature

Print Name & Position

commercial
manager): David McGill, Head of Commercials for Cabinet Office GPG

01 / Dec / 2023

Date: