|  |
| --- |
| **Contract Management Guidance – Template #10CHANGE CONTROL FORM- Extensions – v. 5** |
| **Contract Name:** | Provision of Consultancy for the Grenfell Tower Inquiry | **Contract Ref. No.** | CCS Reference: CCCC17A75(Variation Ref: CCCC17A75-01) |
|  | **CLIENT CHANGE NOTICE (CCN)** |   |
|  |
| CCN 1REDACTED Grenfell Tower InquiryCCN Reference:Initiated by:Date CCN Raised by relevant party:17th November 2017Cabinet OfficeSource of change:  |
| **STAGE 1 – CLIENT** |
| Summary of proposals/ requirements :      | This is a variation to the Contract between the Cabinet Office and KPMG LLP. The Terms and Conditions of the Contract apply but with the following amendments:* Extension of time only for 3 months until 16th February 2018.
 |
| Proposed payment: | In line with the existing terms and conditions of Contract.  |
|  |
| Required delivery date, with rationale: | In line with the existing terms and conditions of Contract and the new proposed implementation plan and milestones detailed within Annex A.  |
| 17/11/2017REDACTED REDACTEDChange authorised to proceed to Stage 2 **(Customer organisation representative):** Signature Print Name & Position Date  Change authorised 17/11/2017REDACTEDREDACTEDto proceed to Stage 2 **(CCS representative)**  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 Anticipated implementation period, if any  |
| Craig MastersDate:17/11/2017REDACTEDSigned (**Supplier Representative**):  REDACTEDChange authorised to proceed to Stage 4 **(CCS)**:REDACTED17/11/2017Signature Print Name & Position Date  |
|  **STAGE 3 – CLARIFICATIONS** |
| Clarification/ queries to supplier regarding Date: their proposals:Supplier response Date: |
| **STAGE 4 - CUSTOMER CCN SIGN-OFF TO PROCEED TO IMPLEMENTATION** |
|  Variation Withdrawn  |
| By signing below, unless CCN is withdrawn, the Cabinet Office agrees to pay the KPMG LLPthe costs detailed in Stage 1, by deadlines agreed with the supplier, or as defined in the contract. |
|
| 23/11/17REDACTEDREDACTEDSigned (**Customer Representative**):DatePrint Name & Position SignatureChange authorised to proceed to implementation (**CCS)**:23/11/2017REDACTEDREDACTEDDate Print Name & Position Signature |
| **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:Date Signed by Customer:23/11/1720/11/17REDACTEDREDACTEDSigned (**Customer representative**):Print Name & Position  |