



Department for
International Trade

Contract Change Note ("CCN")

CCN Number	001
Contract Reference Number & Title	S2 - Precedent Contract for the Purchase of Services
Variation Title	S2 -Precedent Contract for the Purchase of Service – Contract Extension
Number of Pages	3

WHEREAS the Contractor Quintesstentially (UK) Limited and the Customer The Department for International Trade entered into a Contract for S-2 Precedent Contract for the Purchase of Services dated 12th May 2016 (the "Original Contract") and now wish to amend the Original Contract.

IT IS AGREED as follows

- The Original Contract shall be amended as set out in this Change Control Notice (CCN):

Change Requestor / Originator	[REDACTED]	
Summary of Change	Contract Extension	
Reason for Change	Renewal of the contract for additional two (2) years. Commencing from 12 th May 2018 and terminating on 11 th May 2020.	
Revised Contract Price	Original Contract Value	£ 678,800
	New Contract Value	£ 678,800
	Previous contract changes	N/A
	Contract change note	£ 678,800
	New change value	£1,357,600
Revised Payment Schedule	Annex 1	
Revised Contract Period (if applicable)	2 Years	
Change in Contract Representative(s)	N/A	
Other Changes	<p>Change of parties name from: The Secretary of State for Business Innovation and Skills acting on behalf of UK Trade and Investment as part of the Crown. 1 Victoria Street, London. SW1H 0ET "Customer" (the Customer)</p> <p>To</p> <p>The Department for International Trade. 3 Whitehall Place, London, SW1A 2AW "Customer" (the Customer)</p>	



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2. Save as amended all other terms of the Original Contract shall remain effective.
3. This CCN takes effect from the date on which both Parties sign for acceptance of its terms.

Parties:

Contractor : Quintessentially (UK) Limited

Signed by:

Title:

Date:

Signature:

[Redacted signature]

COO

11 MAY 18

[Redacted signature]

Customer: Department for International Trade

Signed by:

Title:

Date:

Signature:

[Redacted signature]

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10/05/18

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Annex 1

May 2018 – May 2019

Payment Reference	Period:		Payment date	Payment Amount
	From	To		
1	12 th May 2018	31 st May 2018	30 th June 2018	£14,141.68
2	1 st June 2018	30 th June 2018	31 th July 2018	£28,283.33
3	1 st July 2018	30 th July 2018	31 st August 2018	£28,283.33
4	1 st August 2018	31 st August 2018	30 th September 2018	£28,283.33
5	1 st September 2018	30 th September 2018	31 st October 2018	£28,283.33
6	1 st October 2018	31 st October 2018	30 th November 2018	£28,283.33
7	1 st November 2018	30 th November 2018	31 st December 2018	£28,283.33
8	1 st December 2018	31 st December 2018	31 st January 2019	£28,283.33
9	1 st January 2019	31 st January 2019	28 th February 2019	£28,283.33
10	1 st February 2019	28 th February 2019	31 st March 2019	£28,283.33
11	1 st March 2019	31 st March 2019	30 th April 2019	£28,283.33
12	1 st April 2019	30 th April 2019	31 st May 2019	£28,283.33
13	1 st May 2019	11 th May 2019	30 th June 2019	£14,141.69

May 2019 – May 2020

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