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| **CHANGE CONTROL NOTICE (CCN)** |
| **Contract Title:** | Contract for the Provision of Smarter Working Room Booking Software (The Contract) |
| **Contract Reference:** | Smarter Working Room Booking Software | **Contract Change Number:** | CCSO21A55-2 |
| **Date CCN issued:** | 16/06/2022 | **Date Change Effective from:** | 21/06/2022 |
| **Between**: The **Crown Commercial Service** (The Customer) and **Matrix Booking Ltd** (The Supplier)1. The Contract is varied as follows:
	1. The aim to amend the G-Cloud12 contact of the Matrix Booking service (a digital room and desk booking platform) available for the CCS Offices at Liverpool, Newport, Norwich, in order to incorporate the Matrix Booking service for the CCS offices at London and Birmingham which were previously under a separate small contract that had started 6 months earlier.
	2. Annual Value of Extension £4,896.00
	3. Original Contract Value £70,663.00 (excluding VAT but not including any extension options).
	4. Forecasted spend under contract variation £75,559.00 (excluding VAT but not including any extension options).
2. Words and expressions in this Change Control Notice shall have the meanings given to them in the Contract.
3. The Contract, including any previous Contract changes, authorised in writing by both Parties, shall remain effective and unaltered except as amended by this Change Control Notice.
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|  Change authorised to proceed by: (Customer’s representative): **REDACTED TEXT under FOIA Section 40, Personal Information Personal Information****REDACTED TEXT under FOIA Section 40, Personal Information****REDACTED TEXT under FOIA Section 40, Personal Information**  Signature Print Name and Job Title Date |
| **REDACTED TEXT under FOIA Section 40, Personal Information**Authorised for and on behalf of the Supplier:**REDACTED TEXT under FOIA Section 40, Personal Information****REDACTED TEXT under FOIA Section 40, Personal Information** Signature Print Name and Job Title Date |
| **REDACTED TEXT under FOIA Section 40, Personal Information****REDACTED TEXT under FOIA Section 40, Personal Information****REDACTED TEXT under FOIA Section 40, Personal Information**Authorised for and on behalf of the Customer: Signature Print Name and Job Title Date |