



Contract Change Note ("CCN")

CCN Number	001
Contract Reference Number and Title	DN386933 Automated Content Marketing
Variation Title	Extension of Call-Off Contract Term
Number of Pages	2

WHEREAS the Agency, Tullo Marshall Warren Ltd, and the Client, The Secretary of State for the Department for International Trade, entered into a Contract for the Automated Content Marketing dated 20 March 2019 (the "Original Contract") and now wish to amend the Original Contract.

IT IS AGREED as follows

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

Change Requestor / Originator	[REDACTED]	
Summary of Change	<p>This CCN makes the following changes:</p> <ul style="list-style-type: none"> • Extends the term of the original Call-Off Contract to now expire on 31 March 2020. 	
Reason for Change	<p>The Client wishes to extend the original Call-Off Contract term to 31 March 2020. The extension is required because of the delay by the Client in the approval of the second stage of the Call-Off Contract (Automated Content Marketing Deployment).</p> <p>The Call-Off Contract initial period is from 20 March 2019 – 19 December 2019. It has been agreed with the Agency that for the work in the original Call-Off Contract to be completed there is the requirement to extend the Call-Off Contract by three (3) months.</p> <p>The total value and the fixed costs of the original Call-Off Contract will not be changing.</p>	
Revised Contract Price	<p>Original Call Off Contract Value</p>	<p>Maximum Call-Off Contract Charges: £800,000 (excluding VAT)</p> <p>The maximum fixed charges for the original Call-Off Contract are £660,992.40 (excluding VAT).</p> <p>These fixed charges are broken down into three (3) deliverables (prices exclusive of VAT):</p> <ol style="list-style-type: none"> 1. Strategic Development: £117,420 2. Automated Content Marketing Deployment: £465,254.40 3. Insight & Analytics: £78,318 <p>The remaining £139,007.60 (excluding VAT) will operate on a call-</p>

		off basis from the Agency's Schedule of Rates. The Client will not be committed to spend any of the remaining value.
	Previous Call-Off Contract Changes	Not Applicable
	Contract Change Note 001	Not Applicable
	New Call-Off Contract Value	Not Applicable
Revised Payment Schedule	Not Applicable	
Revised Specification (See Appendix 1 for Details)	Not Applicable	
Revised Contract Period (if applicable)	Not Applicable	
Change in Contract Representative(s)	Not Applicable	
Other Changes	None	

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:

Agency: Tullo Marshall Warren Ltd

Signed by:

Title: CHIEF OPERATING OFFICER

Date: 11TH OCTOBER, 2019.

Signature: 

Client: For, and on behalf of the Secretary of State for Department for International Trade

Signed by: 

Title: Head of Commercial- Marketing, Events & PPS

Date: 11 October 2019.

Signature: 