

CALL OFF SCHEDULE 12: VARIATION FORM

No of Call Off Order Form being varied: CCCC20A58

Variation Form No: CCCC20A58-1

BETWEEN:

Cabinet Office ("the Customer") and

Acuity Business Solutions Limited ("the Supplier")

1. This Call-Off Contract is varied as follows:
2. Additional aspects of the contract included are:

2.1 Market Economy Operator Principle ("MEOP") indicative scope of work

2.2 Background

Requirement for temporary project and PMO support on the Future Services 2 programme whilst you undertake an internal recruitment exercise to appoint your permanent deliver team. This temporary support will include, but is not limited to, the delivery of:

- A plan for setting up the programme (e.g. from now until the beginning of the procurement stage within 6 - 8 months);
- An analysis of the interdependencies between the four primary delivery programmes within Civil Service Pensions. These programmes are:
 - Future Service 2;
 - 2015 Remedy;
 - MyCSP Contract Extension; and
 - Royal Mail Statutory Pension Scheme contract extension.
- An analysis of the skills gaps within the Cabinet Office's team to deliver the FS2 programme;
- An analysis of the documentation that will be needed for GMPP gate 0;
- General programme management support as required; and
- Providing review of key programme documents when required.

The supplier proposes to undertake this assignment on a time-and-materials basis for period of 3 months, as per the requirement outline by the Cabinet Office. The work begun on 13 July 2020 and will be finished on 13 January 2021.

A breakdown of the day rates and proposed resource:

Resource	Day rate	Total Number of Days	Total Estimated Cost
Delivery Consultant	REDACTED	36	REDACTED

The Suppliers full proposal can be seen in CCCC20A58-1 - Annex A - Proposal V1.1.

2.5.1. Expenses

Expenses are excluded from the delivery rate above.

The supplier aims to minimise expenses through effective scheduling and with advance agreement of any expense expenditure.

Expenses are not expected to exceed more than 10% of the contract value. This includes travel to and from client site.

2.5.2. VAT

All prices quoted exclude VAT, which will be charged at the rate applicable at the time, currently 20%.

2.5.3. Payment Terms

Invoices will be submitted at monthly intervals and will show the period and the amount of the work for which payment is claimed, together with the agreed day rates and travel and subsistence claim details. Payment is due within 30 days of invoice issue.

2.5.4. Freedom of Information

All information contained in this section is material that Acuity considers to be confidential, on the basis that it includes financial information which would not be in the interests of either organisation for this to be shared. This information will remain confidential for a period of 24 months from the date of publication.

3. Words and expressions in this Variation shall have the meanings given to them in this Call-Off Contract.
4. This Call-Off Contract, including any previous Variations, shall remain effective and unaltered except as amended by this Variation.

Signed by an authorised signatory for and on behalf of the Customer

Signature	REDACTED
Date	12/08/2020
Name (in Capitals)	REDACTED
Address	REDACTED

Signed by an authorised signatory to sign for and on behalf of the Supplier

Signature	REDACTED
Date	06/08/2020
Name (in Capitals)	REDACTED
Address	REDACTED