



**Contract Management Guidance – Template #10  
CHANGE CONTROL FORM- Extensions – v. 5**

<b>Contract Name:</b>	Provision of Consultancy for Infrastructure and Projects Authority PMO	<b>Contract Ref. No.</b>	CCS Reference: CCCC17B45 (Variation Ref: CCCC17B45-01)
-----------------------	--	--------------------------	---

**CLIENT CHANGE NOTICE (CCN)**

Initiated by:	REDACTED	CCN Reference:	CCN 1
Source of change:	Cabinet Office	Date CCN Raised by relevant party:	15 <sup>th</sup> January 2018

**STAGE 1 – CLIENT**

Summary of proposals/ requirements :	<p>This is a variation to the Contract between the Cabinet Office and PWC LLP.</p> <p>The Terms and Conditions of the Contract apply but with the following amendments:</p> <ul style="list-style-type: none"> <li>Additional deliverables – the Authority wishes to include the additional deliverables that are intrinsically linked to the scope of the original Contract, please refer to Annex 1 of this CCN for full details.</li> <li>Uplift in value is an additional £112,052.00 (excluding VAT) on top of the original £224,469.00 bringing the total Contract value to £336,521.00 (excluding VAT).</li> <li>Extension of time for an additional 9 week period until Friday 30<sup>th</sup> March 2018.</li> </ul>
--------------------------------------	---

Proposed payment:	In line with the existing terms and conditions of Contract and the proposed increase in Contract Value to a maximum of £336,521.00 (excluding VAT).
-------------------	---

Required delivery date, with rationale:	In line with the existing terms and conditions of Contract, 9 weeks extension until 30 <sup>th</sup> March 2018 and proposed milestones detailed within Annex 1.
---	--

Change authorised to proceed to Stage 2 (Customer organisation representative):	REDACTED	REDACTED	
	Signature	Print Name & Position	Date
Change authorised to proceed to Stage 2 (CCS representative):	REDACTED	REDACTED	09/02/2018
	Signature	Print Name & Position	Date

**STAGE 2 – SUPPLIER**



<b>Comments/ caveats on requested change:</b>	
---	--

Anticipated period from CCN being authorised by customer to start of related provision	
Anticipated implementation period, if any	

<b>Signed (Supplier Representative):</b>	REDACTED	<b>Print Name &amp; Position</b>	REDACTED
		<b>Date:</b>	
<b>Change authorised to proceed to Stage 4 (CCS):</b>	REDACTED	REDACTED	
	Signature	Print Name & Position	Date

**STAGE 3 – CLARIFICATIONS**

Clarification/ queries to supplier regarding their proposals:		<b>Date:</b>	
Supplier response		<b>Date:</b>	

**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 PWC LLP the costs detailed in Stage 1, by deadlines agreed with the supplier, or as defined in the contract.

Signed  
(Customer  
Representative)

REDACTED

REDACTED

Signature

Print Name & Position

Date

Change  
authorised to  
proceed to  
implementation  
(CCS):

REDACTED

REDACTED

Signature

Print Name & Position

Date

**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:

Signed  
(Customer  
representative):

REDACTED

Print Name &  
Position

REDACTED