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| **Contract Management Guidance – Template #10 CHANGE CONTROL FORM- Extensions – v. 5** | | | | |
| **Contract Name:** | Provision of legal services relating to Litigation Lawyers for the MoD for compensation claims in England and Wales excluding NFCI, RTAs, novel and contentious or sensitive claims | | **Contract Ref. No.** | CCS Reference: SO17190  MoD Contract Number: CCLL16AAB  Variation: 1 |
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|  | | **CLIENT CHANGE NOTICE (CCN)** | |  |
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| CCLL16AAB-1  REDACTED – Senior Claims Officer (Policy)  CCN Reference:  Initiated by:  Source of change:  :  Date CCN Raised by relevant party:  22nd February 2017  Customer | | | | |
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| **STAGE 1 - CLIENT** | | | | |
| Summary of proposals/ requirements : | The contract extension will be in line with the current Terms and Conditions of the Contract and based upon the initial pricing schedule apply but with the following amendments:   1. Extension of original contract. 2. Further to the current contract expiry date of 30th April 2017 the Ministry of Defence wishes to take up the option of a one year extension to 30th April 2018 as per the Contract Letter of Appointment (point 3). 3. Increase in Contract value of £6,000,000 Ex VAT. This will amend the overall Contract value from £6,000,000 Ex VAT to £12,000,000 Ex VAT. 4. Defence Conditions (DEFCONS) 5. **Delete DEFCON 5J,** Edn. 03/15, Unique Identifiers   **Insert DEFCON 5J,** Edn. 18/11/16 Unique Identifiers   1. **Delete DEFCON 129J,** Edn. 07/08 The Use of The Electronic Business Delivery Form   **Insert DEFCON 129J** Edn. 18/11/16 The Use of The Electronic Business Delivery Form   1. **Delete DEFCON 522J,** Edn. 05/03 Payment under P2P 2. Defence Forms (DEFFORMS) 3. Delete **DEFFORM 30,** Edn. 04/15, The Electronic Transactions Agreement   **All References to ‘P2P’ within your contract should be replaced with ‘the**  **Contracting, Purchasing and Finance’ (CP&F) electronic procurement tool’.** | | | |
| Proposed payment: | In line with the existing payment Terms and Conditions and the proposed uplift in Contract value to £12,000,000 Ex VAT. | | | |
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| Required delivery date, with rationale: | In line with the Contract Terms and Conditions | | | |
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| 28 March 2017  REDACTED  MOD Senior Claims Officer (Policy)  REDACTED  Change authorised to proceed to Stage 2 **(Customer organisation representative):** Signature Print Name & Position Date    28th March 2017  REDACTED  Senior Lead  REDACTED  Change authorised to proceed to Stage 2 **(CCS representative)**  Signature Print Name & Position Date | | | | |
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| **STAGE 2 – SUPPLIER** | | | | |
| **Comments/ caveats on requested change:** |  | | | |
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| Anticipated period from CCN being authorised by client to start of related provision | | | | |
| Plexus Law Limited confirms that the costs identified above are the agreed figures that will be payable on CCN implementation | | | | |
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| Signed (**Supplier Representative**): REDACTED    REDACTED - Partner  Print Name & Position:  4th April 2017  Date: | | | | |
| **STAGE 3 – CLARIFICATIONS** | | | | |
| Clarification/ queries to  to supplier regarding Date:  their proposals:  Supplier response Date: | | | | |
| **STAGE 4 - CUSTOMER CCN SIGN-OFF TO PROCEED TO IMPLEMENTATION** | | | | |
| No  Variation Withdrawn | | | | |
| By signing below, unless CCN is withdrawn, the Ministry of Defence agrees to pay Plexus Law Limited the costs detailed in Stage 1, by deadlines agreed with the supplier. | | | | |
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| 18 April 2017  REDACTED  Senior Claims Officer  Signed (**Customer Representative**):  REDACTED  Date  Print Name & Position  Change authorised to proceed to implementation (**CCS)**:  Signature  13th April 2017  REDACTED Senior Lead  REDACTED  Signature  Date  Print Name & Position | | | | |
| **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 works have been completed/ provision required under the CCN commenced:  Date Signed by Customer:  18 April 2017  1 May 2017  REDACTED  Signed (**Customer representative**):  REDACTED  Senior Claims Officer (Policy)  Ministry of Defence  Print Name & Position | | | | |