OFFICIAL

The Provision of Office Stationary and Electronic Office Supplies

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Banner

Contract CCOU21A03-1

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| **CHANGE CONTROL NOTICE (CCN)**  |
| **Contract Title:**  | Contract for The Provision of Office Stationery and Electronic Office Supplies – Banner Contract CCOU1A10-2  |
| **Contract Reference:**  | **CCOU21A03-2**  | **Contract Change Number:**  | **1**  |
| **Date CCN issued:**  | 01/01/2023  | **Date Change Effective from:**  |  01/01/2023 |
| **Between**: The **REDACTED TEXT under FOIA Section 40, Personal Information** (The Customer) and **REDACTED TEXT under FOIA Section 40, Personal Information** (The Supplier)  1. The Contract is varied as follows:

 * 1. The contract was for a 12-month period with the option to extend for 2 x 12 months (2 + 1 + 1).
	2. The Contracting Authority wish to use one of the inclusive 12-month extension so the new end date will be 31st December 2023.
	3. There will be no change to the Total Contract Value; £400,000 excluding VAT
1. Words and expressions in this Change Control Notice shall have the meanings given to them in the Contract.
2. 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****18/01/23****REDACTED TEXT under FOIA Section 40, Personal Information**     Signature Print Name and Job Title Date  |
| Authorised for and on behalf of the Supplier: **REDACTED TEXT under FOIA Section 40, Personal Information****26th January 2023****REDACTED TEXT under FOIA Section 40, Personal Information** Signature Print Name and Job Title Date  |
|  Authorised for and on behalf of the Customer: **18/01/23**REDACTED TEXT under FOIA Section 40, Personal Information**REDACTED TEXT under FOIA Section 40, Personal Information**   Signature Print Name and Job Title Date  |

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Contract Change Notice v1.0 01/01/2023

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