

Technopolis Limited  
3 Pavilion Buildings,  
Brighton  
BN1 1EE

Monday, 12 August 2019

Dear Sir/Madam,

**Contract Title:** BEIS Official Development Assistance (ODA) – Development of KPIs

**Contract Reference:** CR19009

**Contract Variation Reference:** V2

Please find the attached the proposed contract variation; to increase the contract total by £14,982.50 ex VAT and extend the contract term to 31<sup>st</sup> December 2019.

This Variation must be agreed and signed by both parties to the contract and shall only be effective from the date signed by both parties.

Please ensure that you review and satisfy yourselves with its content and the contractual implications of this variation before signing and returning to UK Shared Business Services at [Research@uksbs.co.uk](mailto:Research@uksbs.co.uk).

Yours Faithfully,

  
Category Manager  
UK Shared Business Services Ltd

**THIS VARIATION AGREEMENT** is dated Monday, 12 August 2019

between:

(1) **The Secretary of State for Business, Energy and Industrial Strategy** of, 1 Victoria St, London SW1H 0ET (the **Contracting Authority**);

and

(2) **Technopolis Limited**, 3 Pavilion Buildings, Brighton BN1 1EE (the **Supplier**),

collectively known as the "**Parties**" and each a "**Party**".

## **BACKGROUND**

The Contracting Authority and the Supplier entered into a contract for BEIS Official Development Assistance (ODA) – Development of KPIs.

- (A) (the "**Contract**"), a copy of which is published and available on Contracts Finder (Contract Reference: CR19009).
- (B) The Contract was awarded to the Supplier following a competitive tendering process.
- (C) The Contracting Authority does not consider this change to be a substantial change for the purposes of Regulation 72 of the Public Contracts Regulations 2015.
- (D) Consequently, the parties wish to amend the Contract as set out in this variation agreement with effect from the date that the Contract was entered into (**Variation Date**).

## **Contract CR19009 is hereby varied as follows:**

1. Words and expressions in this variation agreement shall have the meanings given to them in Contract CR19009.
2. Contract CR19009, including any previous variations, shall remain effective and unaltered except as amended by this variation.

The Contracting Authority hereby agrees to increase the contract price by the sum of £14,982.50, from £29,965.00 to a new total contract price of £44,947.50.00 excluding VAT this is for additional work due to more literature being available to review than originally expected. The contractors need more time to analyse it and provide robust conclusions for this work. This requires additional work which consists of: conducting an additional desk-based research, developing robust methodology, retrieving of documents, producing an evidence assessment and write up complemented with conducting a set of expert interviews and providing a peer reviewed report.

3. The Contracting Authority hereby agrees to increase the contract term from the previous contract variation date of 16<sup>th</sup> August 2019 to 31<sup>st</sup> December 2019.



