

I am writing to confirm that I would like to make some amendments to my offer to deliver the Fast Lane and Route Finder Programme in the Merseyside area of the North West of England Jobcentre Plus Group, submitted in my tender document of 5th November 2015. I agree that should my offer, as revised, be accepted by the Department for Work and Pensions, I will be bound by all details contained in the original pack with the exception of the specific amendments outlined below.

Staff and their FTE who will be dedicated to this course

Roles	FTE dedicated to the project
Delivery (training) staff	3 .5
IAG specialists	0.6 x 3 staff = 1.8 FTE
Job matchmakers	0.5 x 3 staff = 1.5.FTE
Mentors	0.5 x 4 staff = 2 FTE
Funding compliance officer and compliance team	0.5 x 3 staff = 1.5 FTE
Chief executive	0.3
Finance manager	0.3
QA manager	0.3
Contract manager / team leader	1
Administration staff	1