

Scroll LTD
[REDACTED]

12 Park Lane
Tilehurst
Reading
Berkshire
RG31 5DL

Friday 25th November 2022

Dear [REDACTED]

Call off Contract Title: UKRI Microsite Compliance
Call off Contract Reference: DDaT22304
Call off Contract Variation Reference: 001

Please find the attached contract variation reference: 001 with effect from 1st December 2022. This variation is to decrease the amount of the service and days needed for this requirement. This variation is to extend the Call off Contract for additional 3 months as per the optional provision of the signed Call-Off Contract.

The value of the extension for the additional 3 months is £23,575.00 and should not exceed more than the 10% of this value as per the optional contingency considered.

Please ensure that you review and satisfy yourselves with its content and the contractual implications of this variation before signing and returning to

[REDACTED] and [REDACTED] for our records.

Yours Sincerely,

[REDACTED]
Category Support
UK Shared Business Services Ltd
[REDACTED]

For and on behalf of UK Research and Innovation (UKRI)

Call off Contract DDaT22304 is varied as follows and shall take effect on 1st December 2022 between:

(1) UK Research and Innovation (UKRI) Polaris House, North Star Avenue, Swindon SN2 1FF (The Buyer).

and

(2) Scroll LTD 12 Park Lane Tilehurst Reading Berkshire RG31 5DL (The Supplier).

Collectively known as the "Parties"

The Parties agree the following changes to contract DDaT22304 UKRI Microsite Compliance:

Replace:

Contract expiry date: 30/11/2022

With:

Contract expiry date: 01/03/2023

Replace:

Call-Off Contract Value:

- Within this contract there is an optional 3-month extension period that may be required. The total value for this will not exceed £104,475.00 excluding VAT.
- There is optional £10,000.00 contingency for the initial term and £10,000.00 for the optional extension as described in "Call-Off contract charges".
- The total value of the contract including any optional extensions & contingency will not exceed £234,325.00 excluding VAT.

OPTIONAL or for information only: Additional 3 months (December 2022 to February 2023)

Role	Rate	Days	Sub-total	VAT	Total
Content Lead (working 4 days per week)	£675.00	50	£33,750	£6,750	£40,500
Content Designer 1	£575.00	61	£35,075	£7,015	£42,090
Content Designer 2	£575.00	62	£35,650	£7,130	£42,780
OPTIONAL - contingency for UR and technical support			£10,000	£2,000	£12,000
Totals:			£114,475	£20,895	£125,370

With:

Call-Off Contract Value:

- The total value for the extension period of 3 months will not exceed **£23,575.00** excluding VAT.
- There is optional £10,000.00 contingency for the initial term and 10% contingency for the extension period of 3 months as described in the Call-Off charges below:
- The total value of the Contract including the additional extension and the contingency shall not exceed **£135,782.50** excluding VAT.

The Additional 3 months (December 2022 to February 2023)

Role	Rate	Days	Subtotal	VAT	Total inc. VAT
Content lead (working 4 days per week)	£675.00	0	£0.00	£0.00	£0.00
Content designer 1	£575.00	12	£6,900.00	£1,380.00	£8,280.00
Content designer 2	£575.00	29	£16,675.00	£3,335.00	£20,010.00
Sub Total			£23,575.00	£4,715.00	£28,290.00
Optional - contingency for UR and technical support		10%	£2,357.50	£471.50	£2,829.00

Words and expressions in this variation shall have the meanings given to them in Call off Contract DDaT22304. Call off Contract DDaT22304, including any previous variations, shall remain effective and unaltered except as amended by this variation.

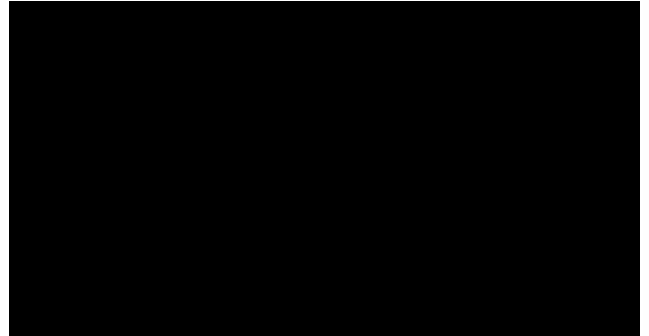
For and on behalf of Scroll LTD (**The Supplier**)

Signed

Name

Position

Date



For and on behalf of UK Research and Innovation (**The Buyer**)

Signed

Name

Position

Date

