



Project Name:	
Contract/ Project No:	
Document Type	Scope of Work for Variation
Change Order No	
Change Order Title	
Doc. No./Rev. Date:	

1		BRIEF SCOPE OF THE PROJECT
		The project includes design and development of
2		BACKGROUND OF THE VARIATION
		During development it was noticed that the original scope lacked
		It was agreed during the meeting held between the Proponent and the Contractor dated 01JAN18, that the variation shall be awarded as soon as the scope and prices are agreed. The Contractor will not start any work on the activities related to the variation, and the Contractor will deploy resources to other activities, so that there is no impact on the schedule and the Contractor resources are not idling.
3		SCOPE OF VARIATION
		The variation includes the following
2.1		Delete from Scope
	2.1.1	Scope Item No 12
	2.1.2	Scope Item No 13
2.2		Add to the Scope
	2.2.1	
	2.2.2	
4		
5		ACCEPTANCE CRITERIA
5.1		Revised design and development shall be complete in all respects to fulfil the purpose in accordance with applicable and approved Technical Standards, Specifications, Drawings, Safety Regulations and Quality Requirements.
5.2		The Scope of this variation shall not impact the approved schedule of the project, unless otherwise mentioned in the scope of the project or the scope of the variation.
5.3		Price of the variation shall be based on approved unit rates for materials, equipment and labor mentioned in the original contract.
5.4		In case applicable unit rates are not found in the original contract, near similar unit rates shall be applied, OR best of 3 verifiable current market quotations shall be used.
5.5		Prices shall be based on mutually approved Quantities and submitted on the mutually agreed format. (see attached)
5.6		A margin no more than 15% can be applied to positive variations if based on verifiable current market quotations.
5.7		A margin of 7% can be applied to negative variations if based on verifiable current market quotations.
5.8		The invoices for variations shall submitted when the work for the variation is 100% complete.

First Party		Second Party	
<i>Name</i>		<i>Name</i>	
<i>Signature</i>		<i>Signature</i>	
<i>Designation</i>		<i>Designation</i>	
<i>Date</i>		<i>Date</i>	