

## **Annex I.6 - List of Modifications by Contract Amendment**

## ANNEX I.6

### **LIST OF MODIFICATIONS TO THE FRAMEWORK CONTRACT AND SPECIFIC CONTRACTS TO BE PERFORMED EXCLUSIVELY BY CONTRACT AMENDMENT**

The below list details the modifications to the framework contract and its annexes and to the specific contracts and their annexes which **shall be compulsorily performed** under the form of contract amendment. Modifications by exchange of letters are specifically excluded for these matters.

This list is non-exhaustive and non-exclusive. The European Parliament may decide at any time during contract execution to include other matters under the obligation of modification by contract amendment, hence excluding them from modification by exchange of letters. Furthermore, other matters not mentioned in this list may be subject to modification by contract amendment, **if their relevance so justifies**.

No agreement performed in oral form is permitted in the context of this framework contract.

1. Modifications regarding the contract duration.
2. Modifications regarding the contract amount.
3. Modifications regarding the quantity of the services ordered.
4. Modifications regarding the Contractor's Legal Entity:
  - Contractor's/Group of economic operator's/Subcontractor's Company name.
  - Contractor's/Group of economic operator's/Subcontractor's Legal Entities, particularly as a result of mergers or acquisitions.
  - Contractor's/ Group of economic operator's /Subcontractor's address.
  - Group of economic operator's composition.
  - Subcontractor's name and percentage participation in the market.
5. Modifications regarding the Contractor's bank details provided for invoicing:
  - Account holder (including as a consequence of a change in the Company name or a change in the Contractor's Legal Entity due to mergers or acquisitions).
  - Bank.
  - Bank branch if the new branch is located in a different country than the one previously provided.
  - Account number.
6. Modifications regarding Price Revision.
7. Modifications regarding the Contractor's staff (in case of Time and Means contracts):
  - Replacements of Contractor's staff.
  - Introduction of new staff/CVs.
8. Modifications regarding subcontracting:
  - Introduction of new authorisations to subcontract / subcontractors.
  - Withdrawal of authorisation to subcontract to a particular subcontractor.
  - Change in the percentage of the market to be sub-contracted.
9. Modifications to the Annexes detailing the services to be provided.
10. Modifications to the payment procedures.

11. Modifications to the invoicing procedures, in particular the ones required as a consequence of measures taken by the European Parliament in the context of electronic administration.
12. Modifications to the reimbursable expenses system, in particular the ones required as a consequence of measures taken by the European Parliament in the context of electronic administration.
13. Modifications in the administrative provisions as a consequence of measures taken by the European Parliament in the context of electronic administration.
14. Modifications to the Service Level Agreement and to the Service Requirements.