

ORIGINAL PURCHASE ORDER NUMBER. \_\_\_\_\_\_\_\_\_

DATED: \_\_\_\_\_\_ COST CENTRE NO.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

In accordance with and subject to the Conditions of Contract it is hereby agreed that the following additional work shall be executed at the rates stated in the Contractor’s Price Quotation/Bid with reference \_\_\_\_\_\_\_\_\_\_\_ dated \_\_\_\_\_\_\_\_\_\_\_\_\_. It is mutually agreed that the contract period is extended by \_\_\_\_\_ weeks as a result of this Variation Order, on condition that Designated Approving Authority/PEO approval is obtained beforehand.

|  |  |  |
| --- | --- | --- |
| Description of work | **Expected date of delivery** | **Amount****R** |
|  |  |  |
| **Total (Including 0% VAT):** |  |  |

APPROVALS: (See Delegation no: 5.8 of the SCM Delegations)

|  |
| --- |
|  Proposed Compliance Checked Approved Delegation Checked……………..…...........……… ………………………..……. ………………………................. ……………………………Project Manager/S Manager SCM Specialist Designated Approving Authority SCM ManagerDate: ……………….. Date: …………………… Date: ………………... Date: ……………………. |

**FINANCIAL STATUS OF CONTRACT:**

**DISTRIBUTION:**

|  |
| --- |
| Copy to Supply Chain Management  Copy to Contractor  |

 Variation Order Form: April 2023