

## Change Order Form for IT Services

All fully signed change orders must be attached to the Purchase Requisition.

<b>Purchase Order Number</b>	8101353526	<b>IT Division</b>	EICC
<b>Project Name</b>	Genpact International EICC Analytics Project Support		
<b>Supplier</b>	GENPACT International	<b>Project Manager</b>	Senthil Murugan
<b>Change Order Number</b>	01	<b>Requested By</b>	Senthil Murugan
<b>Cost Center/Accounting Code</b>	NWA4021767		
<b>Date Submitted</b>	05-14-2015		

<b>Original End Date</b>	05-31-2015
<b>Revised End Date</b>	12-31-2015
<b>Original Purchase Order Amount:</b>	\$ 70,000
<b>Change Order Amount #1:</b>	\$ 20,000
<b>Change Order Amount #2:</b>	\$
<b>Change Order Amount #3:</b>	\$
<b>Total Expenses:</b>	\$
<b>Total New Purchase Order Amount:</b>	\$ 90,000

**Description of Change:**

Extension of the project to end of year.

**Justification for Change/Impact of NOT Making Change:**

Continued Support for the on-going project work will be lost and will affect its execution.

**Impact on Project Scope:**

*Note: Supplier should sign first, Business Stakeholder next, then Procurement.*

**SUPPLIER**
**MERCK SHARP & DOHME CORP.  
BUSINESS AREA STAKEHOLDER**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: Sameer Dewan

Name: Paul Kallukaran

Title: SVP, Research & Analytics

Title: Exec. Director

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**For Merck's Internal Use Only**

**Global Procurement Approval**

Name:

Date:

Role:

Signature

## CHANGE SUMMARY

### 1. Complete tables below WITH CHANGE VALUES according to project type:

**FIXED-PRICE WORK:**      *COMPLETE TABLE 1.1 (Required) AND 1.2 (as applicable).*  
**T&M WORK:**      *COMPLETE TABLE 1.2 ONLY.*

#### 1.1 Table of Values per Deliverable

Del. #	Description	Delivery Date	Change Value (\$)
1	Merck EICC Analytics Support	31-DEC-2015	+ 20,000
2			
Change Order Amount (\$):			+ 20,000

#### 1.2 Table of Resource Values per Deliverable

ITOM Roles		
Delivery Services Roles		Client Services Roles
Construction Manager	Solution Manager	Business Analyst
Developer/Constructor	Solutions Partner	Business Architect
Enterprise Architecture Planner	Support Lead	Program Manager
Service Lead	Technical Analyst	Management Consultant
Solution Architect	Tester	

*[In the following table:*

- 1. Enter deliverable number from Table 1.1 (fixed price work only)*
- 2. Choose applicable Merck ITOM (IT Operating Model) roles from the list above.*
- 3. Change Order Amount for Table 1.1 must equal Table 1.2.]*

Del. #	ITOM Role(s)	# FTEs	Hours	Experience	Fees/ hr	Total Fees	Site Name
1	Technical Analyst	1				20,000	Bangalore, India
2							
Change Order Amount (\$):						20,000	

Supplier shall invoice Merck for a fee of \$5,667/month (or based on deliverable payment schedule, if applicable)