

Commissioning - Indicative Timetable

Activity	Date
Report to Cabinet to request permission to spend budget and delegate authority to Rob Barnes and Portfolio holder to sign off the Service Specification and awarding of contracts.	8 th April 2021
Review tender documentation and draft Specification	By beginning June 2021
Draft Invitation to Tender Documents with TBC Procurement Officer	By end May 2021
Service Specs signed off by Executive Director, Communities & Portfolio holder for re-tender	w/c 7 th June 2021
ITT out for re-tender on In-Tend e-procurement system.	w/c 14 th June 2021
Closing Date for receipt of applications	Friday 30 th July 2021
Evaluation period and post submission clarifications	August 2021
Moderation panels and decisions made	September 2021
Executive Director Communities and Portfolio Holder sign off award to winning tenderer. Notification of Intention to Award to suppliers (including Standstill)	end September 2021
Anticipated Agreement Award	Beginning October 2021
Provider discussions (This allows for any new provider to negotiate any TUPE/Pension requirements)	October 2021- February 2022
Contracts signed (Update contracts register, covalent, PIs, risks)	1 March 2022
Service Commencement	1 April 2022

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