

Appendix 1 – West Devon BC and South Hams DC Leisure Procurement - Draft Project Timetable

Activities	2015											2016				
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Nov	Dec	Jan	Feb	Mar	Apr	May - Nov
Preparation																
Project Board Meetings																
Council Sign Off																
Stakeholder Consultation																
Ivybridge Master Plan																
Procurement Documentation																
Procurement																
PQQ/IM Preparation																
Issue OJEU Notice																
OJEU Period																
Bidders Open Day																
PQQ Submission																
PQQ Evaluation																
Prepare ISDS docs																
Issue ISDS																
Dialogue/Clarification																
ISDS Submission																
ISDS Evaluation																
Shortlist Bidders (3)																
Dialogue																
Issue Final Tender																
Clarification																
FT Submission																
Select Preferred Bidder																
Award Contract																
Finalise Contract																
Contract Start																Nov

Key: PQQ = Pre Qualification Questionnaire, IM = Information Memorandum, ISDS = Invitation to Submit Detailed Solutions, FT= Final Tender