

Appendix 1

Draft Timetable. Provision of care in new Extra Care Sheltered Housing Schemes: Shipton Street and St Thomas House

| Activity | Timing | |
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| | From | To |
| Stage One (Complete) | | |
| Form Project Team | 01.10.10 | |
| Market research | 01.01.10 | 30.06.10 |
| Internal review of requirements | 01.01.10 | 30.06.10 |
| Outline Business Case | 01.06.09 | 06.09.10 |
| Tollgate Review (Competition Board) | 06.09.10 | 30.09.10 |
| End Stage One Report to Project Board | 30.09.10 | |
| Stage Two (21.10.10 – 11.02.11) | | |
| Advertise for expressions of Interest (Internet) | 21.10.10 | |
| Undertake EQIA | 01.10.10 | 31.10.10 |
| Draft Tender documents | 01.10.10 | 31.10.10 |
| Closing date for EoI | 19.11.10 | |
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| Despatch PQQ | 22.11.10 | |
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| PQQ return date | 07.01.11 | |
| Evaluate PQQ | 10.01.11 | 14.01.11 |
| Agree list of Tenderers | 14.01.11 | |
| End Stage Two Report to Project Board / Sponsor | 11.02.11 | |
| Stage Three (14.02.11 – 02.05.11) | | |
| Invite Tenders | 07.03.11 | |
| Reference site visits (week commencing) | 07.03.11 | |
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| Return of Tenders | 04.04.11 | |
| Open Tenders | 04.04.11 | |
| Initial evaluation | WC 04.04.11 | |
| Shortlisting | WC 04.04.11 | |
| Shortlisted Tenderers' interview and presentations to Project team (week commencing) | 02.05.11 | |
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| Formulate contract award recommendations | 09.05.11 | 30.05.11 |
| Seek award of contract (Corporate Director / Competition Board) | June 2011 (Competition Board date TBC) | |
| Seek award of Contract (Cabinet, if required by Competition Board) | June 2011 (Cabinet date TBC) | |
| Call-in and Alcatel periods (10 days alcatel plus 5 days call in – run in parallel not series) | June/July 2011 (assumes June 2011 for Cabinet date) | |
| Stage Four (17.02.11 – 30.06.11) | | |
| Contract awarded – Letter of Acceptance sent | July 2011 | |
| Lead in period with new provider | July 2011 | October 2011 |
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| Contract commencement | 01.11.11 | |
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