

APPENDIX A**OUTLINE PROJECT TIMETABLE**

Key milestone	Target Date
Strategy for Change	May 2010
Outline Business Case	October 2010
Issue of Official Journal of European Union (OJEU) Notice to prospective bidders	November 2010
Issue Memorandum of Information, Pre Qualification Questionnaire, (PQQ) Initial Project Submission documentation	November 2010
Evaluation and long listing	January 2011
Issue Invitation to Participate in Dialogue (ITPD) to long listed bidders	February 2011
Evaluation and short listing	April 2011
Issue full Invitation to Commence Dialogue (ITCD) to short listed bidders	May 2011
ITCD submission date (Initial Bids)	July 2011
Active Competitive Dialogue evaluation and clarifications to refine Initial Bids	September 2011
Deselect 1 (of 3) bidders & issue Invitation to Submit Final Bids (ITSFB) to remaining 2 bidders	February 2012
Receipt of final bids	March 2012
Final evaluation	April 2012
Selection of Preferred Bidder	April 2012
Programme to Close (establishment of shadow LEP, Planning Approvals, FBC Approval etc.)	May 2012
Commercial/Financial Close	May 2012

Procurement Timetable

Prepare to Procure	OJEU to ITPD	ITCD to ITSFB	Preferred Bidder to FC
<ul style="list-style-type: none"> ▶ Prepare procurement documents and evaluation plan ▶ Submit OJEU notice to Board/PFS ▶ Project Board approves process & OJEU ▶ PfS approves OJEU and procurement documents 	<ul style="list-style-type: none"> ▶ Publish OJEU/PQQ ▶ Bidders Day ▶ PQQ's returned and evaluated ▶ Debrief ▶ Long-list published ▶ Issue ITPD ▶ Evaluate ITPD ▶ Interview long-list ▶ Select short-list ▶ Short-list agreed by Project Board 	<ul style="list-style-type: none"> ▶ Issue ITCD to short-list ▶ Initial Bid dialogue period ▶ Initial Bids received ▶ Evaluation period ▶ Finalise ITSFB ▶ PfS approves ▶ Board approves recommended short-list ▶ Issue ITSFB 	<ul style="list-style-type: none"> ▶ Receive and evaluate Final Bids ▶ Final evaluation report to Board ▶ Appoint preferred partner and debrief ▶ Planning approval ▶ Submit FBC to DCSF/PRG ▶ FBC approved ▶ Contract close ▶ Financial close
Day 0 + 12 months	Day 0 + 15 months	Day 0 + 25 months	Day 0 + 28 months
January 2011	April 2011	February 2012	May 2012