

**Summary Sheet of key information for support under the Cabinet Office Mutuals
Support Programme ref RM4653 - L0850; MSP North of England Commissioning
Support Unit**

Key Information	
Recipient of Support:	North of England Commissioning Support Unit
Parent Body (if applicable):	NHS England
Sector:	Health / Corporate Services
Value:	£60,000
Support Required	
Part 1	
Options Appraisal	Suitability of a Staff Mutual model against other potential options
Business Planning and Future Strategy	Develop and design a credible, sustainable business plan, within the context of a 5-year Strategy
Skills and Expertise Appraisal	Advisory support to analyse the existing skills and expertise within the current and proposed governance structure
KSD Requirements	
Capture and share findings and potential recommendations from the project as they emerge. Develop a detailed toolkit to bring the together key replicable lessons from this CSU acting as a pathfinder, to support other CSUs that pursue mutualisation.	
Scoring and Weightings	
Section A: Approach and understanding	Quality Criterion; weighting = x1
Section B: Team structure and experience	Personnel Criterion; weighting = x2
Section C: Format and content of Knowledge Sharing Deliverables	Quality Criterion; weighting = x0.5
Section D: Commercial	Commercial Criterion; weighting = x1
Timetable	Date
Draft requirement (in form of draft ITT) published	Wednesday 29 April 2015
Market engagement period starts	Wednesday 29 April 2015
Deadline for receipt of requests for clarification on the draft requirement (" Initial Clarifications Deadline ")	Friday 01 May 2015 16.00pm
Bidder's Teleconference Phone number: 08004960693 Access Code: 2712828	Thursday 07 May 2015 11.00am
Invitation to Tender published within eSourcing portal	Friday 08 May 2015
Deadline for receipt of final outstanding requests for clarification (" Final Clarifications Deadline ")	Monday 11 May 2015 12.00pm
Deadline for the publication of responses to Final Clarification questions	Tuesday 12 May 2015 13.00pm
Deadline for submission of a Tender ("Tender Submission Deadline")	Wednesday 13 May 2015 11.00am

Notify Potential Supplier of Procurement outcome	Wednesday 20 May 2015
Contract awarded	Wednesday 20 May 2015