

Document Name: Procurement Timeline – Supply of grounds equipment

Date	Activity	Notes
7 January 2025	Tender to go live on Contracts Finder and Taunton Town Council website	
Monday 3 February 2025 at 1630hrs	Deadline to submit any questions or clarification requests to the project team	Please contact Paul Grant, ops@taunton-tc.gov.uk _The project team will come back to you by the 7 February 2025 at 1630hrs
Friday 14 February 2025 at 1630hrs	Deadline for tender submissions	Further information can be found in the Project Information Document. Any late submissions will not be considered.
Monday 17 February 2025	Tender opening	Further information can be found in the Project Information Document.
Wednesday 19 February 2025	Tender bids reviewed and evaluated	Further information can be found in the Project Information Document.
Friday 21 January 2025	Contract awarded, subject to Clerk's approval	Further information can be found in the Project Information Document
February 2025	Delivery of equipment expected	Subject to lead times

Note: The proposed schedule for the procurement process is shown, however the dates should be regarded as indicative at this stage as Taunton Town Council reserves the right to extend and/or amend the timetable as needed. Any major changes will be discussed with potential tenderers.