

Appendix E

PROCUREMENT TIMETABLE

1. The proposed period of the contract would be from the start date agreed once the tender has been awarded. It is hoped that the contract start date would be in February 2020 – if this procurement proceeds in full and the contract is intended to run until October 2021.
2. A timetable for the selection process is detailed below in Table 1 (please note these dates may be varied at the council's own discretion). The council retains the right to suspend this procurement process and/or not continue with the tender process at any point at its own discretion. The standard terms and conditions applicable to this contract are included in Appendix A.

Table 1

Stage	Component	Indicative timescale
Request for quotation	Publication of Request for Quotation	10 th January 2020
	Deadline for receiving questions and clarifications ¹	12pm (noon) on 24 th January 2020
	Proposal submission deadline	12pm (noon) on 31 st January 2020
Selection	Evaluation Period	31 st January to 4 th February 2020
	Successful applicant selected and confirmed	5 th February 2020
Contract Commencement	Successful applicant commences contract	12 th February 2020

Clarification question and Tender submission

3. All clarification questions and tenders should be submitted via email to Gudrun Andrews gandrews@lambeth.gov.uk by the relevant deadline (as per table 1 above).

¹ To be sent to officer contact as included within the Request for Quotation