

# Museum and Castle Tender Prospectus

The Council is procuring through an OJEU compliant process this important service through an open procedure.

If you would like to register interest please contact:-

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This is an open procedure without prior qualification questionnaires.

However, firms have to certify their compliance with certain important aspects in the document “supplier self- certification v1 2nd May 2016”.

Insurance levels are currently under review and we will be in touch with bidders shortly on this aspect.

The Council will use RIBA standard contract forms.

The timescale for the procurement is below:-



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| --- | --- | --- | --- |
| Museum v2 20th May 2016 | Working days | Start | Finish |
| OJEU | 0 days | Thu 26/05/16 | Thu 26/05/16 |
| Bidder response time 35 calendar days | 17 days | Thu 26/05/16 | Fri 17/06/16 |
| Last date for clarification questions | 1 day | Mon 20/06/16 | Mon 20/06/16 |
| Bidders still working on tenders | 9 days | Tue 21/06/16 | Fri 01/07/16 |
| Tender return | 1 day | Mon 04/07/16 | Mon 04/07/16 |
| Evaluation | 10 days | Tue 05/07/16 | Mon 18/07/16 |
| Governance | 5 days | Tue 19/07/16 | Mon 25/07/16 |
| Standstill- 10 calendar days - avoiding Bank Holiday completion | 10 days | Tue 26/07/16 | Mon 08/08/16 |
| Preferred Bidder Confirmed | 0 days | Mon 08/08/16 | Mon 08/08/16 |

The Council will comply with all statutory timescales but may shorten internal processes in an equal opportunities manner to achieve an earlier award.

The attention of bidders is drawn to the last date for clarification questions.