DRAFT FULL TIMETABLE FOR NEW CREMATORS 2010/11

ITEM NO.	ACTION	COMPLETE BY	WORKING DAYS	COMMENTS
	Stage 1 - Appointment of Project Management Team - Using the IESE Framework contract run by Hampshire County Council			
	Expressions of Interest	**01-Mar-10**		***agree with Framework Manager to commence the tender***
	Return of EOI's	**05-Mar-10**	**4**	***I have allowed 4 days but this can be done in 3 days***
	Issue Mini Framework Competetion Tender documents	**15-Mar-10**	**10**	***I have allowed 10 days to finalise tender documents***
	Return of Tender Docs	**22-Mar-10**	**7**	***1 week allowed for return of tenders***
	Evauation of Responses	**05-Apr-10**	**14**	***2 weeks allowed for evaluation of responses***
	Interviews (if Required)	**12-Apr-10**	**7**	***1 week allowed for final interviews***
	Award PM contract	**14-Apr-10**	**2**	***2 days allowed contact through the IESE Manager***
	Letter to successful & unsuccessful tenderers	**14-Apr-10**	**0**	
	Meetings with successful Pm Team regarding next stage	**03-May-10**	**19**	***allowed 19 days for next stage discussion with project team***
	Stage 2 - Appointment of Build Contractor - Using Tier 2 Contractors on the IESE Framework contract run by Hampshire County Council			
	Expressions of Interest	**07-May-10**		***agree with Framework Manager to commence the tender***
	Return of EOI's	**14-May-10**	**7**	***7 days allowed for EOI***
	Issue Mini Framework Competetion Tender documents	**24-May-10**	**10**	***I have allowed 10 days to finalise tender documents***
	Return of Tender Docs	**07-Jun-10**	**14**	***2 weeks allowed for return of tenders***
	Evauation of Responses	**21-Jun-10**	**14**	***2 weeks allowed for evaluation of responses***
	Interviews (if Required)	**28-Jun-10**	**7**	***1 week allowed for final interviews***
	Award PM contract	**30-Jun-10**	**2**	***2 days allowed contact through the IESE Manager***
	Letter to successful & unsuccessful tenderers	**30-Jun-10**	**0**	
	Meetings with Build Contractor regarding next stage	**30-Jul-10**	**30**	***allowed 30 days for next stage discussion with project team***
	Stage 3 - Procurement of the Cremator using Tier 2 Contractor			
	Advertise the Tender in Trade Journal contact recognised Supplies	**06-Aug-10**		
	EOi & discussions with current suppliers	**20-Aug-10**	**14**	***2 weeks allowed to produce a Select List of interested tenders***
	Issue Tender documents	**27-Aug-10**	**7**	***I have allowed 7 days to finalise tender documents***
	Return of Tender Docs	**17-Sep-10**	**21**	***3 weeks allowed for the return of tenders***
	Evauation of Responses	**01-Oct-10**	**14**	***2 weeks allowed for evaluation of responses***
	Interviews (if Required)	**08-Oct-10**	**7**	***1 week allowed for final interviews***
	Award Cremator contract	**11-Oct-10**	**3**	***3 days allowed to ratify the award***
	Letter to successful & unsuccessful tenderers	**11-Oct-10**	**0**	
	Stage 4 - Installation of the Cremators & Building Works using Tier 2 Contractor			

		Timescale	**9 mths**		