

RFP Timetable

Decision on participation	2 March 2018
Data gathering commences	5 March 2018
Supplier engagement event*	16 March 2018
RFP issue date	9 April 2018
Site visit(s)	16 to 27 April 2018
Deadline for supplier clarification questions	1 May 2018
Minerva to respond	8 May 2018
Bidders to submit final bid	17:00 17 May 2018
RFP Scoring Presentation*	11 June 2018
Presentation day	18 June 2018
Anticipated notification of award decision to successful and unsuccessful bidders	26 June 2018
Anticipated standstill period day 0 to day 10**	Ends midnight 6 July 2018
Anticipated contract execution date	13 July 2018
Anticipated mobilisation and consultation commencement	13 July 2018
Anticipated contract commencement	10 August 2018

* Optional – whether these events are face to face or delivered via a webinar will depend on the number of schools participating. If there is a large number then we will need to deliver on a face to face basis. If there are lower numbers then they will still take place but via a webinar such as today. Once we have numbers confirmed we will firm up details.

** Whilst there is no legal requirement to have a standstill period for a RFP process we usually recommend one to enable suppliers to get feedback on their bids prior to the contract award