

APPENDIX A

RUTLAND COUNTY COUNCIL HOME TO SCHOOL TRANSPORT TENDER 2023

TIMETABLE (draft)

ACTION	COMPLETED BY	BY
Draft tender documents	25 th March 2023	EO/WP
Draft specification	25 th March 2023	EO
Agree lotting arrangements	5 th April 2023	EO/WP
“Final” routes determined	12 th April 2023	EO
Complete specification / tender documents	12 th April 2023	EO/WP
Finalise and submit FTS advert	19 th April 2023	WP
Finalise Contracts Finder / Source advert	19 th April 2023	WP
FTS advert published	22 nd April 2023	WP
Submit Contracts Finder advert	22 nd April 2023	WP
Email advert to identified prospective companies	26 th April 2023	EO
Deadline to receive questions	13 th May 2023	Bidders
Deadline to respond to questions	19 th May 2023	EO
Return of tenders	24 th May 2023	Bidders
Evaluate tenders	7 th June 2023	EO
Further clarifications if required	14 th June 2023	EO
Agree preferred contractors	24 th June 2023	EO/WP
Draft standstill letters	4 th July 2023	WP
Brief Portfolio Holder	9 th July 2023	EO
“10 day” standstill starts (minimum 11 days)	12 th July 2023	WP
Due diligence on preferred operators complete	19 th July 2023	EO
“10 day” standstill ends	23 rd July 2023	ALL
Award contract	23 rd July 2023	EO/WP
Contracts begin from	30 th August 2023	Operators
Submit award notices	30 th August 2023	WP