**LEP – Sub Committee**

**Growth Deal Management Board**

**Private and Confidential: No**

21 October 2015

**Monitoring and Evaluation Sub Group**

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###### **Executive Summary**

The Invitation to Tender (ITT) for the Evaluation of the Growth Deal Projects has been issued with the timescales given within this report.

##### **Recommendation**

That the contents of the report are noted.

**Background and Advice**

The Evaluation ITT has been issued with the following timetable:

|  |  |
| --- | --- |
| **Event** | **Date** |
| Issue ITT |  14th September 2015 |
| Deadline for receipt of clarifications |  16th October 2015 at 10am |
| Deadline for receipt of Tenders |  23rd October 2015 at 10am |
| Evaluation of Tenders |  26th October – 6th November 2015 |
| Clarification interviews (if required) | w/c 9th November 2015 |
| Internal Award approval  | w/c 23rd November 2015 |
| Intention to award contract decision |  27th November 2015 |
| "Standstill" period | From 27th November 2015 to 8thDecember 2015 |
| Confirmation of Award | 9th December 2015 |
| Contract start date/inception meeting | 4th April 2016 |

Thus far 31 suppliers have been in to view the tender and responses have been given to clarification requests received from two of them.