

Appendix 4. Procurement Process and Programme

Procurement Process

This procurement process will follow the PA2023 process, the competitive flexible procedure. This procedure provides contracting authorities with the opportunity and flexibility to design and undertake a bespoke multi-stage procurement process. For the purposes of this procurement, the following stages will be followed

- PQQ and ITT will be issued to suppliers at the same time with clear technical specification, evaluation and selection criteria.
- Submitted PQQ will be evaluated and only suppliers meeting the PQQ financial and quality thresholds set out in the condition for competition will have their ITT proposal evaluated.
- After the evaluation of the ITT submission, the top 3 suppliers will be invited to a negotiation session.
- After the negotiation period, a best and final offer will be requested and evaluated to determine the winning bid.
- Unsuccessful suppliers will be debriefed at every elimination stage and after the best offer stage, the standstill period will commence.
- Stand still period of 10 working days for any supplier to challenge the process.
- Award contract after the standstill period.

Indicative Procurement Timeline.

Activities	Duration	Indicative Dates M&E Contract	Indicative Dates General Repairs Contract
Completion of preparation of the tender documents		May 31 st 2026	June 30 th 2026
Cabinet approval to commence	1 day	2 nd June 2026	2 nd June 2026
Issue PQQ & ITT		4 th June 2026	16 th July 2026
Supplier Clarification questions	3 weeks	4 th -25 th June 2026	16 th July - 7 th August 2026
Supplier Response to PSQ and ITT	5 weeks	2 nd August 2026	14 th Sept 2026
Evaluate supplier responses	4 weeks	3 rd August – 3 rd Sept 2026	15 th Sept – 15 th Oct 2026
Invitation to negotiate and negotiation period	3 weeks	4 th Sept – 30 th Sept 2026	16 th Oct – 7 th Nov 2026
BAFO Offer	2 weeks	9 th Oct 2026	21 st Nov 2026
Award decision and debrief	1 week	16 th Oct 2026	28 th Nov 2026
Standstill Period	2 weeks	17 th – 29 th Oct 2026	29 th Nov – 13 th Dec 2026
Section 20 Notice of Proposal/award	2 months	30 th Oct- 30 th Dec 2026	14 th Dec 2026 - 20 th Feb 2027
Award Contract	1 day	January 2 nd 2027	February 21 st 2027
Contract de-mobilisation/re-mobilisation	3 months	31 st March 2027	21 st May 2027

Both procurement processes will run simultaneously, but with the general repairs tender running approximately six weeks behind the M&E contract tender.