

## ANNEX D

### Waste Management Services Re-tendering Option 2 - Open Procedure

	Task	Date
1.	Establish if there is to be a DSO submission ?	By 30-12-99
2.	Report to Committee seeking approval to re-tender Refuse Collection and Street Cleansing element of Waste Management Services contract using either the Restricted or Open Procedures under the European regulations. Urgency procedure not appropriate. QC advice is that Negotiated procedure is not available to MKC.  Seek agreement on timetable, TUPE issues, award process and DSO submission.	21-12-99
3.	Advise Official Journal of the European Communities of our decision not award the contract, giving reasons.	22-12-99 onwards
4.	Write to <u>all</u> contractors who were previously invited to tender advising them of outcome of original tender process and of forthcoming re-tendering process.	22-12-99 onwards
5.	If DSO are to tender – place advertisement in Trade Journal and Local Newspaper as required by Local Government Act 1988. Ignore this requirement after 02-01-00.	To be published by early January 2000
6.	Seek sort term cover for Refuse Collection and Street Cleansing.	By 01-02-00
7.	Rationalise tender documentation to incorporate issues raised by contractors from original tendering process. This may require re-printing.  If Open Procedure (see item 9).	By 22-12-99
8.	Seek TUPE information from current contractor(s) if possible	By 04-01-00
9.	Fax Notice (advertisement) to Official Journal of the European Communities.  <b>Option 2. Open Procedure</b> - 52 days minimum for contractors to express interest <u>and</u> submit tender. (Please note all contractors who express interest must be allowed the opportunity to submit a tender).	23-12-99
10.	<b>Option 2. Open Procedure</b> – Send tender documents to all contractors who express interest (last date for expressions of interest).	08-02-00
11.	<b>Option 2. Open Procedure</b> – Deadline for tender submissions.	14-02-00
12.	<b>Option 2. Open Procedure</b> – Complete Tender evaluation (say 21 days - using consultants?)	06-03-00
13.	<b>Option 2. Open Procedure</b> – Committee approval to award tender to successful tenderer (1 week to write report and arrange special Committee)	13-03-00
14.	<b>Option 2. Open Procedure</b> – Write to successful Contractor to award	14-03-00

	contract and obtain appropriate documents	
15.	<b>Option 2. Open Procedure</b> – Write to unsuccessful Contractors.	14-03-00
16.	<b>Option 2. Open Procedure</b> – Contract lead in time (at least 13 weeks).	01-07-00
17.	<b>Option 2. Open Procedure</b> – Revised contract start date.	<b>01-07-00</b>
18.	Publish contract Award Notice on Official Journal of the European Communities within 48 days of award.	