

Annex 1 – Procurement Strategy

[Decision - Procurement Strategy for Civic Campus Furniture and Equipment for Ground Floor to Floor 5](#)

Annex 2 – Procurement Timetable

An expected timetable is included below.

Activity	Date
5. Key Decision Entry (Strategy)	Wednesday, 6 September 2023
6. Contracts Assurance Board (Strategy)	Wednesday, 16 July 2025
7. SLT/Cabinet Member/Cabinet Sign off (Strategy)	Friday, 1 August 2025
8. Key Decision Entry (Award)	Wednesday, 10 September 2025
9. Procurement Go Live	Tuesday, 28 October 2025
10. Closing Date for Clarifications	17:00 on Monday, 3 November 2025
11. Closing Date for Procurement Responses	17:00 noon on Tuesday, 11 November 2025
12. Evaluation of Procurement Responses	Friday, 21 November 2025
13. Moderation	Monday, 24 November 2025
14. Award Recommendation Report	Thursday, 11 December 2025
15. CAB (Award)	Friday, 12 December 2025
16. SLT/Cabinet Member (Award)	Tuesday, 16 December 2025
17. Notification of Award Sent to Suppliers	Monday, 22 December 2025
18. Contract Engrossment	Monday, 22 December 2025
19. Contract Award Notice	Tuesday, 23 December 2025
20. Contract Mobilisation and Implementation	Tuesday, 23 December 2025
21. Contract Commencement Date	Tuesday, 23 December 2025