

**COMMUNITY LEGAL ADVICE (FAMILY) CONTRACTS
AMENDED TIMELINE (SECTION 3.11 OF INVITATION TO TENDER)**

This timeline is being published pursuant to Condition 4.1.4 of the Conditions of Tender (Section 4 of the ITT). We are giving general notice of this amendment on the Commission's website and also in writing (by email) to all applicants who have submitted tenders and who are still being considered in the Tender Process (i.e. those applicants who did not submit non-compliant tenders).

3.11	Timeline
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Stage	Activity	Dates
Stage 1	<i>Passed</i>	-
Stage 2	<i>Passed</i>	-
Stage 3	<i>Passed</i>	-
Stage 4	<p>Tenders assessed against Essential Criteria.</p> <p>Where Essential Criteria not met, tenders will go no further and unsuccessful applicants will be notified in writing – i.e. the tender will not be considered against the Selection Criteria or Price/ Value for Money.</p> <p>Tenders assessed against Selection Criteria for applicants meeting Essential Criteria.</p> <p>Sealed envelopes containing the Price Bid Forms are opened for the short-listed applicants.</p> <p>Tenders assessed against Price/ Value for Money.</p>	<p>From 10 March 2009</p> <p>(Full feedback letters to unsuccessful applicants at this stage expected to be sent approx 31 March)</p>
Stage 5	<p>Possible interviews or site visits.</p> <p><u><i>Applicants may wish to keep these dates free.</i></u></p>	20 – 22 April 2009
Stage 6	Selection of Providers and allocation of hours.	From 23 April 2009

Stage 7	Conclusion of appeal process (i.e. the appeals allowed under section 3.10.4 – tenders we did not receive).	3 April 2009
Stage 8	Offers of CLA Contracts/hours sent out to successful applicants “subject to contract”. ¹ CLA Contracts drawn up for signature. Unsuccessful applicants notified.	From 6 May 2009 (Full feedback letters to unsuccessful applicants at this stage expected to be sent approx 22 May)
Stage 9	Successful applicants to provide details of anything we require prior to the CLA Contract start date (e.g. telephone numbers, key contact details)	From 8 May 2009
Stage 10	CLA Family Contract start date.	8 August 2009 (or earlier if agreed).

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The contract is currently in draft form and is provided at this stage to give applicants an indication of what it will look like when complete. The contract is not subject to negotiation, although you will see that certain sections can only be finalised once the successful applicants have been selected, e.g. hourly rates, certain annexes. Any questions and answers posted on our website during the Tender Process will not form part of the contract.