



Indicative timeline for a low complexity procurement

The following listing provides an indicative timeline which can be used as a starting point when planning a low complexity procurement. Note that the listing is for reference purposes only and will need critically reviewing for your own project. All timescales are quoted in days and are elapsed time not working time:

Specification	2
Develop Evaluation criteria	2
Place Tender/answer clarifications/receive responses	5
Evaluate Tender Responses	3
Award	1
Total	13

Some stages can be run concurrently.

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