PLANNING SHEET 5F

SELECTION TIMETABLE—EXTERNAL CONSULTANT

This planning sheet gives the timetable for selecting an external evaluator, including the dates that:

- you will finalise the advertisement and tender documents
- the project will approve the tender documents and advertisement
- the request for tenders will be advertised
- applications will close
- you will make an initial assessment of applications
- you will draft interview questions
- you will send the selection panel the interview questions
- the selection panel will interview tenderers
- the Evaluator will be selected
- contract negotiations will be completed.

ACTIVITY	DATE