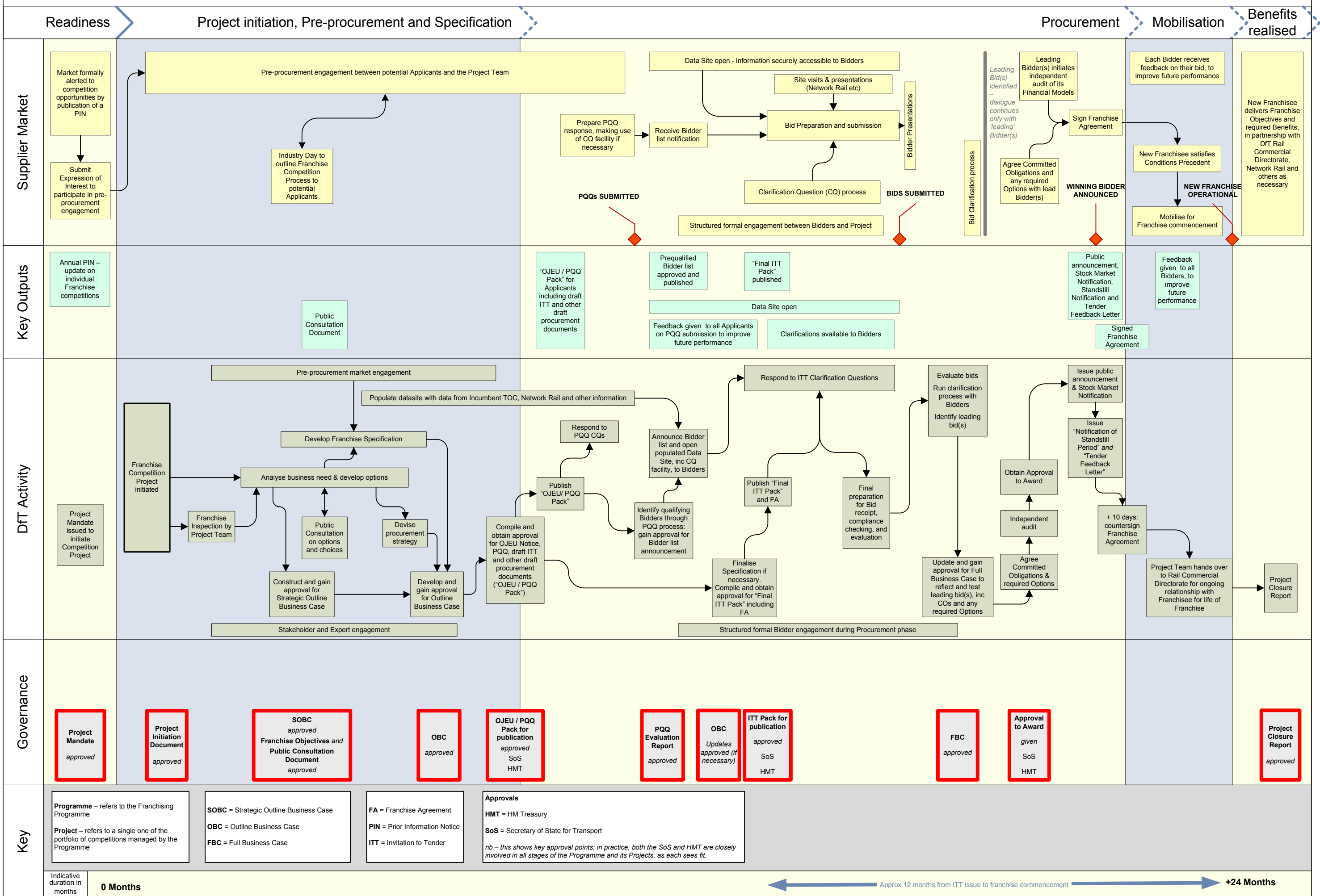


# Franchise Competition Project – High Level Process Map 24 April 2013



Market formally alerted to competition opportunities by publication of a PIN

Submit Expression of Interest to participate in pre-procurement engagement

Pre-procurement engagement between potential Applicants and the Project Team

Industry Day to outline Franchise Competition Process to potential Applicants

Data Site open - information securely accessible to Bidders

Site visits & presentations (Network Rail etc)

Prepare PQQ response, making use of CQ facility if necessary

Receive Bidder list notification

Bid Preparation and submission

Clarification Question (CQ) process

Structured formal engagement between Bidders and Project

Leading Bidder(s) identified - dialogue continues only with 'leading' Bidder(s)

Leading Bidder(s) initiates independent audit of its Financial Models

Sign Franchise Agreement

Agree Committed Obligations and any required Options with lead Bidder(s)

WINNING BIDDER ANNOUNCED

Each Bidder receives feedback on their bid, to improve future performance

New Franchisee satisfies Conditions Precedent

NEW FRANCHISE OPERATIONAL

Mobilise for Franchise commencement

New Franchisee delivers Franchise Objectives and required Benefits, in partnership with DfT Rail Commercial Directorate, Network Rail and others as necessary

Annual PIN - update on individual Franchise competitions

Public Consultation Document

"OJEU / PQQ Pack" for Applicants including draft ITT and other draft procurement documents

Prequalified Bidder list approved and published

"Final ITT Pack" published

Data Site open

Feedback given to all Applicants on PQQ submission to improve future performance

Clarifications available to Bidders

Public announcement, Stock Market Notification, Standstill Notification and Tender Feedback Letter

Signed Franchise Agreement

Feedback given to all Bidders, to improve future performance

Project Mandate issued to initiate Competition Project

Franchise Competition Project initiated

Pre-procurement market engagement

Populate datasite with data from Incumbent TOC, Network Rail and other information

Develop Franchise Specification

Analyse business need & develop options

Public Consultation on options and choices

Devise procurement strategy

Construct and gain approval for Strategic Outline Business Case

Develop and gain approval for Outline Business Case

Stakeholder and Expert engagement

Respond to PQQ CQs

Publish "OJEU/ PQQ Pack"

Compile and obtain approval for OJEU Notice, PQQ, draft ITT and other draft procurement documents ("OJEU / PQQ Pack")

Identify qualifying Bidders through PQQ process: gain approval for Bidder list announcement

Announce Bidder list and open populated Data Site, inc CQ facility, to Bidders

Respond to ITT Clarification Questions

Publish "Final ITT Pack" and FA

Final preparation for Bid receipt, compliance checking, and evaluation

Finalise Specification if necessary. Compile and obtain approval for "Final ITT Pack" including FA

Structured formal Bidder engagement during Procurement phase

Evaluate bids

Run clarification process with Bidders

Identify leading bid(s)

Update and gain approval for Full Business Case to reflect and test leading bid(s), inc COs and any required Options

Agree Committed Obligations & required Options

Obtain Approval to Award

Independent audit

Issue public announcement & Stock Market Notification

Issue "Notification of Standstill Period" and "Tender Feedback Letter"

+ 10 days: countersign Franchise Agreement

Project Team hands over to Rail Commercial Directorate for ongoing relationship with Franchisee for life of Franchise

Project Closure Report

Project Mandate approved

Project Initiation Document approved

SOBC approved  
Franchise Objectives and Public Consultation Document approved

OBC approved

OJEU / PQQ Pack for publication approved  
SoS  
HMT

PQQ Evaluation Report approved

OBC Updates approved (if necessary)

ITT Pack for publication approved  
SoS  
HMT

FBC approved

Approval to Award given  
SoS  
HMT

Project Closure Report approved

**Programme** – refers to the Franchising Programme

**Project** – refers to a single one of the portfolio of competitions managed by the Programme

**SOBC** = Strategic Outline Business Case

**OBC** = Outline Business Case

**FBC** = Full Business Case

**FA** = Franchise Agreement

**PIN** = Prior Information Notice

**ITT** = Invitation to Tender

**Approvals**

**HMT** = HM Treasury

**SoS** = Secretary of State for Transport

*nb – this shows key approval points: in practice, both the SoS and HMT are closely involved in all stages of the Programme and its Projects, as each sees fit.*

Indicative duration in months: 0 Months ← Approx 12 months from ITT issue to franchise commencement → +24 Months