



ISLINGTON

Tips for suppliers on the Standstill Period



What is the standstill period?

The standstill period is a 10 day pause between contract award decision and the formal award of the contract. The standstill is a legal requirement which the Council must comply with. It applies to all procurements covered by the full scope of the EU Procurement Directives.

The period allows unsuccessful bidders to obtain more information on the award of the contract. Unsuccessful bidders can take appropriate action if they believe they have been treated unfairly. The period is also known as the 'Alcatel Period'. Alcatel was the name of the European case which brought about the change in the law.

What does it apply to?

The standstill rules apply to all procurements contracts that have been carried out under EU procurement Directives, those contracts which exceed the following values:

- Supplies – £139,893
- Service – £139,893
- Works - £3,497,313

10 day standstill period

The standstill begins the day after the award decision is dispatched. This allows bidders to challenge award decisions before the contract has been signed. If the standstill period ends on a non working day the period must be extended to the end of the next working day.

We will inform the tenderer of the reasons as to why they have been unsuccessful. It is necessary to allow three full working days between the dispatch of additional briefing and the end of the standstill period.

If a request arrives within the standstill period but after the first two working days of the standstill period there is no need to provide further briefing within the standstill period. We will still need to provide it within 15 days of receipt of a written request, which is normal practice and will not affect the standstill period.

The 10-day timeline is explained below:

Day 0	Notification of award decision with all relevant information to unsuccessful and successful tenderers.
Day 1	Standstill period begins
Day 2 (note deadline is midnight at the end of the second working day after date of despatch of notice) Excludes Sat and Sun)	By the end of Day 2 - deadline for unsuccessful tenderers to request additional de-briefing.
Day 3, 4, 5, 6 and day 7 (Inclusive of Sat and Sun).	Contract officer – debriefing responses to made with in this time frame debrief. Day 3 (working day) - last day for the receipt of requests for additional de-briefing from tenderers. Day 7 (working day): Last day for the despatch of additional debriefing to tenderers. <i>Note: If there is any delay in providing the requested de-briefing, then the standstill period must be extended.</i>
Day 8 (excludes sat and sun)	-----
Day 9 (excludes sat and sun)	-----
Day 10 (excludes sat and sun)	End of standstill period.
Day 11	Award of contract (if no legal challenge received).

- 2 working days during which the tenderers must request additional de-briefing to receive it within the standstill period- this can be done by phone, email, fax or in writing.
- Days available to contract for the Islington council for additional de-briefing, where requested.

- 3 working days required between additional de-briefing and the end of the standstill period where debriefing was requested within 2 working days.
Note: If no requests for de-briefing have been received by the end of Day 2, even if a request is received during the remainder of the standstill period, the contract may be concluded as planned on Day 11.

We are also obliged to supply you with the following information:

Award Criteria: on how the contract agreement was awarded using criteria and weightings.

Your total score: Your total score

Name and Score of Winners: The successful tenderers name and their score

Useful Contacts

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