Interview / Presentation

Contract Reference
TFIN4020

Contract Title
Treasury Management Advisory Services

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1   Interview / Presentation

Applicants must be available for the timescales indicated within the procurement timetable at section 2.7 of Part 1 Information.

Applicants will be contacted via the Supplying the South West e-tendering portal during the evaluation period. The invite will detail the date, time and location and the required content of the interview/presentation, which will include any specific questions/topics to be covered and the scoring system. Applicants should also note that the notice period is likely to be very short due to tender timescales. Please refer to section 2.7 Information.

Specific times (on the dates indicated within the procurement timetable at section 2.7 of Part 1 Information) for each Applicant's presentation/demonstration, will be finalised once those Applicants who are successful at Stage One – Standardised Selection Questionnaire process are identified.

Interviews/presentations will not be scored, but will be for the purpose of ensuring that Applicants have full comprehension of all that is required under this Contract and that all information submitted, is accurate and may lead to revised scoring of Applicants' bids as part of the evaluation, should clarification elucidate issues that would otherwise have been unclear.

The required content, including any specific questions/topics to be covered, is detailed at Sections 2 and 3 below.

Applicants will not be able to bring their presentation on a memory stick due to Council security requirements, and should therefore either bring their presentation on a laptop, or e- mail the presentation 24 hours before the presentation date to: lawrence.brown@torbay.gov.uk.

PLEASE NOTE: The Council has attached the following Appendices to the Tender documents:

- Appendix C - Torbay Borrowing portfolio at 05.02.2020;
- Appendix D - Torbay Investments portfolio at 05.02.2020.

Applicants invited to the Interview / Presentation are free to use this provided information for their Presentations, if they choose to do so.

2   Interview / Presentation Requirements and Timetable

Format and Questions	Please treat these allotted times as maximum periods
Housekeeping and Introductions (including introduction to Applicant's organisation)	**Five (5) minutes**
The interview will include the following topics:	
1. Applicant's submitted Method Statement Clarification *(if required)*	
2. Torbay Council's Investment and Borrowing Strategy A brief presentation by the Applicant, tailored to Torbay Council, which should include:- • Borrowing options in the current financial market • Investing to maximise returns, whilst maintaining the Security, Liquidity and Yield principles • Future opportunities The presentation with be followed by brief clarification questions from the Panel if required	**Maximum** **Thirty (30)** **Minutes**
3. Ensuring Torbay Council's Treasury Management Function is compliant with regulations, statute and guidance. A brief presentation by the Applicant, tailored to Torbay Council, on how it will ensure Torbay Council's Treasury Management Function is compliant. The presentation with be followed by brief clarification questions from the Panel if required	
Total	**Thirty five (35) minutes**

3   Evaluation

Interviews / presentations will be used for clarification purposes and will not be scored. But they will be for the purpose of ensuring that Applicants have full comprehension of all that is required under this Contract and that all information submitted is accurate. This may lead to revised scoring of Applicants' Method Statement submissions as part of the evaluation, should clarification elucidate issues that would otherwise have been unclear.