



Tender Response – Forensic Software

**Tender Response Document for the provision of a multi-lot
framework agreement – Mobile and computer based forensic
software for Fiosrú, the Office of the Police Ombudsman**

RESPONSES TO BE RETURNED USING **eTENDERS POSTBOX**

CLOSING DATE:



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1. Layout of Response

Tenderers must complete this form when responding to this RFT. Fiosrú reserves the right to eliminate tenders that fail to provide the necessary information in the format required. Tenderers must not amend this document in any way other than to add their responses.

2. Guide to Completion

Tenderers must address each of the issues and requirements and submit a detailed description in each case which demonstrates how these issues and requirements will be dealt with and their approach to the proposed delivery of the Services set out in the RFT. A mere affirmative statement by the Tenderer that it can/will do, or a reiteration of the tender requirements is NOT sufficient in this regard.

All relevant responses should be entered in the 'Tenderer's Response' boxes **which can be expanded as required.**

Please note:

Any additional supporting documents must have a clear title and be appropriately referenced in the relevant section(s) below and included in the tender submission. Documents can be inserted as text or as attachments.



3. CONTACT DETAILS

Please complete the table below, providing contact details for your organisation. The table may be expanded as required.

Contact Details	
Name of Organisation	
Contact Person	
Title of Contact Person	
Telephone Number of nominated contact	
E-mail Address of nominated contact	

4. TAX COMPLIANCE

Please provide evidence of tax compliance by confirming Tax Clearance details. The table may be expanded as required.

Evidence of Tax Compliance	
Tax Reference Number	
Access Number	

MINIMUM RULE: A tax clearance access number must be provided to Fiosrú.

Submissions without the above will not be accepted



5. INSURANCE

Please provide evidence (e.g., certificates of insurance) that you possess the forms and levels of insurance specified or that these insurances can be put in place if you are successful in this competition. The table may be expanded as required.

Insurance Type	Level required	Section / appendix of your tender submission where this evidence is provided
Employers Liability	€13m	
Public Liability	€2.6m	
Professional Indemnity	€1m	
Cyber Liability	€1m	
Broker's letter indicating that the forms and levels of insurance required can be put in place if the tendered is successful in this competition.		

Submissions without the above will not be accepted.



6. CONFLICT OF INTEREST

	Yes	No
Are you aware of any conflict of interest which might have an impact on this tender or your ability to provide the service in question?		
If 'Yes' please describe below		

Any potential conflicts of interest must be disclosed. Any declared conflicts of interest will be considered on a case by case basis.

Submissions without the above will not be accepted.



7. Declaration of Bona Fides

Tenderers must complete and sign the Declaration of Bona Fides. Non-compliance under any heading of the declaration will result in the automatic elimination of the tender in question.

Please complete and sign the Declaration of Bona Fides contained in *Appendix A - Declaration Of Bona Fides* of this document.



8. Lot(s) to which this tender response relates to

Please indicate in the table below the Lot(s) to which this Tender Response Document relates. If tendering for one or more Lots, please submit one Tender Response Document.

Lot	Yes / No
Lot 1: Android devices	
Lot 2: iOS devices	
Lot 3: Computer based devices	



9. Award Criteria

9.1 Award Criterion 1

Thirty five percent (35%) of the total marks are available to Tenderers in relation to this award criterion, *Suitability of proposed software*.. Please complete the table below. The table may be expanded as required.

Suitability of proposed software

The proposal for Training Services should include the information below:

- Software should be compatible
- Capability to download full file system or logical data
- Allow investigators to image devices and store the image in a manner that demonstrates the data has not been altered in any way
- Allow for the data to be examined and provide the ability to fully audit the examination
- Elements such as secure storage, access control and collateral intrusion are all addressed in an investigation
- Allow for any upgrades as technology evolves and to provide necessary hardware and accessories to meet the variety of devices on the market. The tender application should outline the upgrade and support process.
- The software must be capable of extraction and decryption from a wide range of devices, offer a selection of data presentation, analytical and reporting options, deliver outputs that are user friendly.





9.2 Award Criterion 2

Twenty five percent (25%) of the total marks are available to Tenderers in relation to this award criterion, *Service delivery methodology and support*. Please complete the table below. The table may be expanded as required.

Service delivery methodology and support

The proposal should demonstrate:

- Proposed lead time and delivery plan
- Installation support
- Training (type, duration, location, cost)
- Number of hours training or support included in licence fee
- Post installation, technical support and upgrade information



9.3 **Award Criterion 3**

Forty percent (40%) of the total marks are available to Tenderers in relation to this award criterion, *Overall Cost*.

Please complete Tables below for the Lots this tender response relates to. If a section in any table is not relevant, please use a cost of zero and include notes as needed.



9.3.1 Lot 1 Costs

**Lot 1 – Android Devices**

		Cost € ex VAT	Notes
Lot Number:	1		
A. Android Devices			
Provision of software			
Cost per licensed user			
Support costs not included above	€		
Any other costs (recurring licence, maintenance etc	€		
Total cost per course	€		



Lot 2 – iOS Devices

		Cost € ex VAT	Notes
Lot Number:	2		
A. iOS Devices			
Provision of software			
Cost per licensed user			
Support costs not included above		€	
Any other costs (recurring licence, maintenance etc)		€	
Total cost per course		€	



Lot 3 – Computer based Devices

		Cost € ex VAT	Notes
Lot Number:	3		
A. Computer based devices			
Provision of software			
Cost per licensed user			
Support costs not included above	€		
Any other costs (recurring licence, maintenance etc)	€		
Total cost per course	€		



Appendix A - Declaration Of Bona Fides

THIS DECLARATION, DULY COMPLETED, MUST BE SUBMITTED BY ALL CANDIDATES

Item	Details
Name of company:	
Address:	

Please tick Yes or No as appropriate to the following statements relating to the current status of your organisation.

No.	Question	Yes	No
1.	The Candidate is bankrupt or is being wound up or its affairs are being administered by the court or have entered into an arrangement with creditors or have suspended business activities or are in any analogous situation arising from a similar procedure under national laws and regulations.		
2.	The Candidate is the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up or administration by the court or for an arrangement with creditors or of any other similar proceedings under national laws and regulations.		
3.	The Candidate, a Director or Partner, has been convicted of an offence concerning his professional conduct by a judgement which has the force of res judicata or been guilty of grave professional misconduct in the course of their business.		
4.	The Candidate has not fulfilled its obligations relating to the payment of taxes or social security contributions in Ireland or any other State in which the tenderer is located.		
5.	The Candidate, a Director or Partner has been found guilty of fraud.		
6.	The Candidate, a Director or Partner has been found guilty of money laundering.		
7.	The Candidate, a Director or Partner has been found guilty of corruption.		
8.	The Candidate, a Director or Partner has been convicted of being a member of a criminal organisation.		
9.	The Candidate has been guilty of serious misrepresentation in providing information to a public buying agency.		



10.	The Candidate has contrived to misrepresent its Health & Safety information, Quality Assurance information, or any other information relevant to this application.		
11.	The excluding circumstances listed in Article 45 of EU Council Directive 2004/18/EC* applies to the Candidate.		
12.	The Candidate confirms that that all information and data provided to it by the Commission for the purposes of this Agreement is confidential and that all reasonable measures will be taken to ensure, both during and after the term of this Agreement, or after its determination, that no third party shall have access to any information or data, whether held electronically or otherwise, provided to it by the Commission for the purposes of this Agreement save with the prior permission of the Commission.		
13.	The Candidate accepts the provisions of the Official Secrets Act, Data Protection Act, and the Commission's Health and Safety Statement.		
14.	The Candidate confirms that there is no registrable interest (interpreted as per Section 2 of the Ethics in Public Office Act 1995) between it and An Taoiseach, members of the Government, members of the Oireachtas, members of the Garda Síochána, employees of Fiosrú or their relatives.		
15.	The Candidate confirms that all work is guaranteed and any damaged property arising from bad workmanship will be repaired/replaced free of charge.		

THIS FORM MUST BE COMPLETED AND SIGNED BY A DULY AUTHORISED OFFICER OF THE CANDIDATE'S ORGANISATION

I certify that the information provided above is accurate and complete to the best of my knowledge and belief. I understand that the provision of inaccurate or misleading information in this declaration may lead to my organisation being excluded from participation in this and future contract competitions.

Signature		Date	
Name		Position	
Telephone		Email	

Submissions without the above will not be accepted.