



Tender Response Document

Tender Reference: LA3528F

Request for Tenders to Establish a Single Supplier Framework Agreement for the Supply, Delivery & Installation of a Gas Chromatograph with Triple Quadrupole Mass Spectrometer Detector (GC-QQQ) to The Department of Agriculture, Food and the Marine (DAFM).

Tender Procedure: Open OJEU Procedure

Issue Date:	Thursday 09th October 2025
Contact Person for Queries:	Gráinne Quinn
Contact Details for Queries:	E-Tenders Mailbox
Sample Analysis Confirmation Date	12.00pm noon on Monday 17th December 2025
Sample Collection Date	10.00am-3.00pm from DAFM, Wednesday 29th October 2025
Closing Date for Receipt of Queries:	12.00pm noon on Wednesday 12th November 2025
Deadline For Receipt of Tenders:	12.00pm noon on Wednesday 03rd December 2025

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Instructions for the Completion of the Tender Response Document.

Tenders **MUST** submit the Tender Response Document (TRD) duly completed. When completing this TRD please note the following:

1. Please ensure you complete all of Section A before you progress to Section B.
2. Tenderers should note they **MUST** meet and 'Pass' all the requirements contained in Section A, the Selection Criteria, to be considered eligible for assessment against the award criteria, Section B.
3. Please ensure that the sample results template is filled out in full and returned with your submission. All fields must be filled in. **Failure to supply the requested data will result in loss of marks for that parameter.**
4. The rules and scoring for sample analysis are contained in a separate document.
5. You need to **COMPLETE AND RETURN 3 DOCUMENTS**. This TRD, the sample results template and the accompanying Appendix 2 Pricing Schedule.
6. You **DO NOT** need to return the **RFT Document**. The RFT document is for information purposes only.

TRD - Section A Selection Criteria

- A1-A4: Economic & Financial Standing
- A5-A9 Technical & Professional Ability
- A10: Appendix 3 Tenderer's Statement
- A11: Appendix 4 Declaration as to Personal Circumstances of Tenderer

TRD - Section B: Tender Response

- B1: Requirements & Specifications
- B2: Award Criteria
- B3: Appendix 1-Technical Specification
- B4: Appendix 2- Pricing Schedule (separate Excel File)
- B5: Checklist for Tender Submissions

Appendix A- Sample Analysis Results Form

- Sample analysis results
- Sensitivity Check
- Injection repeatability data

The completed TRD must be returned in accordance with Section 2.6 of the RFT.

Suppliers please note:

eESPD - When submitting tenders on the eTenders platform, please ensure to complete the online eESPD as part of the tender submission. **Instructions are included in the tender documents.**

1. Introduction

The Department of Agriculture, Food & Marine (DAFM)

The Department of Agriculture, Food, and the Marine (DAFM) is one of the Irish competent authorities in charge of controls with respect to food safety, plant, and animal health from primary production to processing and distribution needs. DAFM Laboratories require the most up to date technology and methodology available to enable them to effectively carry out their statutory roles.

The Pesticide Residues Laboratory of the Department of Agriculture, food and the Marine is the National Reference Laboratory for the analysis of pesticide residues in food for Ireland. The laboratory uses chromatographic methods with various Mass Spectrometry detection systems to analyse food matrices using multi-residue methods. Matrices include fruit and vegetables, cereals, animal fats, milk eggs, infant formula, honey and processed foods. The laboratory is currently expanding the scope of its analysis to implement changes in EU legislation in these areas. All methods are validated to the EU AQC guidance document, (SANTE 11813/2017), standard and are accredited by the Irish National Accreditation Board.

2. Summary of Requirements

The Department of Agriculture, Food and the Marine request to establish a Single Supplier Framework Agreement for the Supply, Delivery & Installation of a Gas Chromatograph with triple quadrupole Mass Spectrometer detector (GC-QQQ). These instruments will be used to carry out analyses for pesticide residues in food of plant and animal origin. To achieve this the laboratory uses multi-residue methods covering a wide range of pesticide classes to the standards required by European law. The instruments need to be capable of handling almost 200 pesticide residues in a single run and to be able to achieve the sensitivity required by EU law taking into account potential sample dilution.

The instruments need to be robust and capable of analysing a wide range of food samples from fruit and vegetables to cereals to animal fat with minimum maintenance. Samples are analysed in batches, usually overnight, to meet strict deadlines. To meet the efficiency requirements of the laboratory instrument downtime needs to be kept to a minimum.

If multiple equipment types are available which suit the specifications required, please provide details of **each** option on a separate Tender Response Document and Appendix 2 Pricing Schedule, clearly defining each option.

Sample Requirements – Section A: Quality- Sample Identification

Quality – Sample Identification, is a **mandatory** part of this evaluation. Suppliers **MUST** submit samples as part of the Award Criteria, Section A: Ability to meet the required accuracy and sensitivity of response when tested. **Failure to complete this mandatory requirement by the submission deadline will result in elimination from the competition.**

Tenderers should note the following:

- Samples will be made available to all tenders for collection at the
Pesticide Control Laboratory (PRL)
DAFM Labs
Backweston Laboratory Complex
Backweston,
Celbridge,
Co. Kildare W23 N9FA
- Samples must be analysed according to the protocol requested by DAFM, within the time frame specified and at no cost to the Contracting Authority. (See Appendix A-Sample Analysis Results form).
- Tenderers must register their interest in the sample testing **by 12pm on Friday 24th of October 2025** via the messaging facility on E-tenders to avail of the samples. The samples will be available for collection to the suppliers who have registered their interest on **10.00am-3.00pm from the address above, Wednesday 29th of October 2025.**
- The supplier will be liable for the cost of transporting the samples back to their laboratories. The Contracting Authority will not take responsibility for delivering the samples to tenderers.
- It is advisable, that if laboratory time is required to conduct sample analysis, that you take this opportunity to schedule such an arrangement.
- The sample results from the analysis **MUST** be uploaded with your tender submission prior to the deadline of receipt of tenderers which is **12.00pm noon on Monday 24th of November 2025**
- Tenders are responsible for the timely collection of samples.

3. Section A: Selection Criteria – RFT Section 3.2

Tenderers will either **Pass OR Fail** each of the Selection Criteria. In the event of one or more of the Selection Criteria achieving a fail, the Tenderer will be excluded from participating in this Competition.

Economic and Financial Standing A1 – A4

A1: Insurance

	Employer Liability	Public Liability	Product Liability
Minimum Limit of Indemnity	€13,000,000	€6,500,000	€6,500,000
I confirm that we have the following insurances in place:			
Insurance Type	Level in Place	Details of Any Excess	Expiry Date
Employers Liability	€		
Public Liability	€		
Product Liability	€		
AND			
I confirm that if successful, where the levels required under the contract are higher than those currently in our possession, I will be in a position to put the required forms and levels of insurances required in place.			Yes/No
AND			
I confirm that I will provide the following promptly on request: - evidence of insurances in place or - letter from Insurance Broker confirming that the required levels could be put in place if successful			Yes/No
Signed:			

Position:	
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A2: Tax Clearance

(i) Please provide a copy of a valid Tax Clearance Certificate and complete the information below:

Valid Tax Clearance Certificate:	
Evidence Attached	Yes/No
Appendix Number	
Expiry Date:	

(ii) Alternatively, please provide the following information to enable online verification.

Tax Registration Number	
Tax Clearance Access number	

(iii) Or - Please provide evidence that a Tax Clearance Certificate has been applied for from The Irish Revenue Commissioners

Evidence Attached	Yes/No
Appendix Number	

Note: All non-resident companies **MUST** apply for a general TCC where tax clearance is required in connection with a Public-Sector Contract (formal or otherwise).

Both Resident and Non-Resident Tax Clearance Certificate information may be obtained from the Irish Revenue Commissioners <http://www.revenue.ie/en/tax/it/forms/webtc1.pdf>

A3: Statement of Turnover

Applicants should provide evidence, from your company's Auditor/Accountant, that their turnover relating to the services specified in Appendix 1 only, has exceeded **€500,000** per annum averaged over the three years 2021/2022/2023.

Yearly Turnover	2021	2022	2023
€500,000			

Please confirm below that this information has been submitted with your tender response and the Appendix number of the information provided:

Confirm Yes/No	Yes/No
Appendix Number	

A4: Audited Accounts & Reports

Three (3) years Audited accounts, from your company's Auditor/Accountant, must be provided to support the turnover statement. In line with current legislation, where a company has an annual turnover of less than €12 Million then audited accounts are not necessary. In these instances, a Statement of Accounts from the company's accountants will suffice. **Please note: a link to audited accounts will not be accepted.**

Please confirm below that this information has been submitted with your tender response and the Appendix number of the information provided:

Audited Accounts, Yes/No	Yes/No
Statement of Accounts from Accountant (if turnover < €12M), YES/NO	Yes/No
Appendix Number	

Technical and Professional Ability A5-A9

A5: Data Protection

The Tenderer must ensure that the security of Personal Data at all times is in line with the Data Protection Acts 1998 and 2003 and guidance issued by the Data Protection Commissioner of Ireland. Tenderers are required to be compliant under the EU General Data Protection Regulation (GDPR) replacing the Data Protection Directive 95/46/EC, which came into effect on 25/05/2018. Please provide a copy of your Data Protection Policy.

Please confirm below that this information has been submitted with your tender response and the Appendix number of the information provided:

Confirm Yes/No	Yes/No
Appendix Number	

A6: Quality Assurance & Accreditation

A certificate confirming an accreditation (e.g. accredited partnership) exists between the Instrument source manufacturer and the Tenderer for the proposed solution, confirming the Tenderer's ability as authorised provider of the solution to the Contracting Authority.

Please confirm below that this information has been submitted with your tender response and the Appendix number of the information provided:

Confirm Yes/No	Yes/No
Appendix Number	
Expiry Date of Certification	
We are the Source Manufacturer	Yes/No

A7: Organisational Summary

Please complete the following table(s) with your Company Summary. If the Tenderer is a grouping, separate information must be completed for each group member.

Contact Name:	
Address:	
Landline telephone number:	

Mobile number:	
Out of hours contact telephone number:	
Email address:	
Please provide a brief company profile including an organisation chart <i>(Please expand this box as necessary)</i>	

A8: Previous Experience

Please provide details of two (2) contracts undertaken within the last three (3) years that demonstrate your experience of successfully providing a service of similar scope, scale and complexity to the service anticipated under this contract. Be very clear what **your** organisation delivered under this contract.

Note: A maximum of one (1) reference can be submitted from the Contracting Authority noted in the title of this Tender Response Document. Please ensure permission has been sought before submitting reference information.

Please confirm that this information has been completed and submitted with your tender.

Confirm Yes/No

Yes/No

Previous Experience	Reference 1		
Title of Project:			
Client Name & address: <i>(Note: where name is confidential, please indicate nature / type of client and location)</i>			
Client contact person:		Phone no:	
Contact E-mail Address:			
Annual Value:			
Any associated subcontractors			
Start Date:		End Date:	

Please describe this contract in full
<i>Insert, expanding this table as necessary.</i>
Please outline the extent to which this contract is similar in nature and scale to the Contracting Authority's current requirements.
<i>Insert, expanding this table as necessary.</i>

Previous Experience	Reference 2		
Title of Project:			
Client Name & address: <i>(Note: where name is confidential, please indicate nature / type of client and location)</i>			
Client contact person:		Phone no:	
Contact E-mail Address:			
Annual Value:			
Any associated subcontractors			
Start Date:		End Date:	
Please describe this contract in full			
<i>Insert, expanding this table as necessary.</i>			
Please outline the extent to which this contract is similar in nature and scale to the Contracting Authority's current requirements.			
<i>Insert, expanding this table as necessary.</i>			

A9: Health & Safety

Confirmation of Organisation's Health and Safety statement must be provided. All Tenderers should demonstrate any other relevant standards in relation to the supply of the tendered equipment.

Please confirm below that this information has been submitted with your tender response and the Appendix number of the information provided:

Confirm Yes/No	Yes/No
Appendix Number	

A10: Appendix 3 Tenderers' Statement

[Tenderers shall complete and return the following form of Tenderers' Statement printed on the Tenderers' headed notepaper and signed by the Tenderer.]

TENDERERS' STATEMENT

TO: The Department of Agriculture, Food and the Marine (the "Contracting Authority")

RE: Request for Tenders to Establish a Single Supplier Framework Agreement for the Supply, Delivery & Installation of a Gas Chromatograph with triple quadrupole Mass Spectrometer detector (GC-QQQ) to The Department of Agriculture, Food and the Marine (DAFM).

Having examined your Request for Tenders (the "RFT") including the Instructions to Tenderers, the Selection and Award Criteria, the Requirements and Specifications, and the Terms and Conditions of the Goods Contract, we hereby declare the following:

1. We understand the nature and extent of the Goods required to be delivered as described in Requirements and Specifications at Appendix 1 to the RFT.
2. We accept all of the Terms and Conditions of the RFT, the Goods Contract, and the Confidentiality Agreement and agree, if awarded a Goods Contract, to execute the Goods Contract at Appendix 5 to the RFT and the Confidentiality Agreement at Appendix 6 to the RFT.
3. We accept all the Selection and Award Criteria as set out in Part 3 of the RFT.
4. We agree to supply the Contracting Authority with the Goods in accordance with the RFT and our Tender.
5. We agree that, if awarded any Goods Contract we shall, in the performance of such contract, comply with all applicable obligations in the field of environmental, social and labour law.
6. We confirm that we have complied with all requirements as set out at Part 2 of the RFT.
7. We confirm that all prices quoted in our Tender will remain valid for the period of time, commencing from the Tender Deadline, specified at paragraph 2.10.3 of the RFT.
8. We shall, if awarded any Goods Contract under the RFT, have in place on the Effective Date of the Goods Contract all insurances (if any) as required by paragraph 2.21.1 of the RFT.
9. We confirm that all Data Subjects whose Personal Data is provided in our Tender have consented to the processing of such Personal Data by us, the Contracting Authority, the Evaluation Team and the supplier of the etenders.gov.ie website, for the purposes of our participation in this Competition or that we otherwise have a legal basis for providing such Personal Data to the Contracting Authority for the purposes of our participation in this Competition and that we will provide evidence of such consent and / or legal basis to the Contracting Authority upon request.
10. We do not come within the category of prohibited economic operators identified in Regulation (EU) No 833/2014 of 31 July 2014 (as amended by EU Regulation 2022/576 or any subsequent amendments to same).

11. The origin of goods connected to our Tender, if any, are not subject to the prohibitions set out in Regulation (EU) No 833/2014 (as amended by EU Regulation 2022/576 or any subsequent amendments to same).
12. The subcontractor(s) on whose capacity we rely as part of our Tender (where the value of that subcontract exceeds 10% of the value of the Services Contract) does not come within the category of prohibited economic operators identified in Regulation (EU) No 833/2014 of 31 July 2014 (as amended by EU Regulation 2022/576 or any subsequent amendments to same).

SIGNED**Company****(Authorised Signatory)****Print name****Address****Date**

A11: Appendix 4 Declaration as to Personal Circumstances of Tenderer

Re: **LA3528F- Single Supplier Framework for the Supply, Delivery & Installation of a Gas Chromatograph with triple quadrupole Mass Spectrometer detector (GC-QQQ) to The Department of Agriculture, Food and the Marine (DAFM).**

NAME: [\[Click here and insert name\]](#)

ADDRESS: [\[Click here and insert address\]](#)

I, [\[Click here and insert name of Declarant\]](#), of [\[Click here and insert name of entity\]](#) do solemnly and sincerely declare that:

1. I am a [\[insert role of Declarant\]](#) of [\[Click here and insert name of entity\]](#) and am authorized by [\[Click here and insert name of entity\]](#) to make this declaration which relates to a tender ("the Tender") submitted by [\[Click here and insert name of entity\]](#) in response to an RFT dated titled [\[insert description of competition\]](#) published by [\[insert name of contracting authority\]](#) ("the Contracting Authority").
2. Neither [\[Click here and insert name of entity\]](#) nor any person who is a member of the administrative, management or supervisory body of [\[Click here and insert name of entity\]](#) nor any person who has powers of representation, decision or control in [\[Click here and insert name of entity\]](#) has:
 - a. ever been the subject of a conviction for participation in a criminal organisation, as defined in Article 2 of Council Framework Decision 2008/841/JHA.
 - b. ever been the subject of a conviction for corruption, as defined in Article 3 of the Convention on the fight against corruption involving officials of the European Communities or officials of Member States of the European Union and Article 2(1) of Council Framework Decision 2003/568/JHA as well as corruption as defined in the national law of the Contracting Authority or the law of the state in [\[Click here and insert name of entity\]](#) is established.
 - c. ever been the subject of a conviction for fraud within the meaning of Article 1 of the Convention on the protection of the European Communities' financial interests.
 - d. ever been the subject of a conviction for terrorist offences or offences linked to terrorist activities, as defined in Articles 1 and 3 of Council Framework Decision 2002/475/JHA respectively, or for inciting or aiding or abetting or attempting to commit an offence, as referred to in Article 4 of that Framework Decision.
 - e. ever been the subject of a conviction for money laundering or terrorist financing, as defined in Article 1 of Directive 2005/60/EC of the European Parliament and of the Council.
 - f. ever been the subject of a conviction for child labour and other forms of trafficking in human beings as defined in Article 2 of Directive 2011/36/EU of the European Parliament and of the Council.

3. [Click here and insert name of entity]:

- a. is not in breach and has not breached its obligations relating to the payment of taxes or social security contributions.
- b. has carried out the preparation of the Tender independently.

4. [Click here and insert name of entity]:

- a. has, in the performance of all public contracts, complied with applicable obligations in the field of environmental social and labour law that apply at the place where the works are carried out or the services provided, that have been established by EU law, national law, collective agreements or by international, environmental, social and labour law listed in Schedule 7 of the European Union (Award of Public Authority Contracts) Regulations 2016 (Statutory Instrument 284 of 2016).
- b. is not bankrupt or the subject of insolvency or winding-up proceedings, its assets are not being administered by a liquidator or by the court, it is not in an arrangement with creditors, its business activities are not suspended nor is it in any analogous situation arising from a similar procedure under national laws and regulations.
- c. is not guilty of grave professional misconduct.
- d. has not entered into agreements with other economic operators aimed at distorting competition.
- e. is not aware of any conflict of interest due to its participation in the Competition;
- f. has not had any prior involvement in the preparation of the Competition;
- g. has not shown significant or persistent deficiencies in the performance of a substantive requirement under a prior public contract, a prior contract with a contracting entity, or a prior concession contract, which led to early termination of that prior contract, damages or other comparable sanctions.
- h. is not guilty of serious misrepresentation in supplying the information required for the verification of the absence of grounds for exclusion or the fulfilment of the Selection Criteria for this Competition and did not withhold such information and did not fail or is not able to submit supporting documents in respect of this Competition as required under Regulation 59 of the European Union (Award of Public Authority Contracts) Regulations 2016 (Statutory Instrument 284 of 2016) .
- i. has not undertaken to unduly influence the decision-making process of the Contracting Authority in respect of the Competition or obtain confidential information that may confer upon it undue advantages in respect of the Competition; or negligently provided misleading information that may have a material influence on decisions concerning exclusion, selection or award.

5. [Click here and insert name of entity] does not come within the category of prohibited economic operators identified in Regulation (EU) No 833/2014 of 31 July 2014 (as amended by EU Regulation 2022/576 or any subsequent amendments to same);

6. The origin of goods connected to the Tender, if any, are not subject to the prohibitions set out in Regulation (EU) No 833/2014 (as amended by EU Regulation 2022/576 or any subsequent amendments to same);
7. Any subcontractor, supplier or other entity on whose capacity [Click here and insert name of entity] relies as part of the Tender does not come within the category of prohibited economic operators identified in Regulation (EU) No 833/2014 of 31 July 2014 (as amended by EU Regulation 2022/576 or any subsequent amendments to same).

I understand and acknowledge that the provision of inaccurate or misleading information in this declaration may lead to my business/firm/company/partnership being excluded from participation in this or future tenders, and I make this solemn declaration conscientiously believing the same to be true and by virtue of the Statutory Declarations Act, 1938. This declaration is made for the benefit of the Contracting Authority.

Signature of Declarant

Declared before me by _____ who is personally known to me

(or who is identified to me by _____ who is personally known to me) or*

at _____ this _____ day of _____ 20__

(signed)

Practicing Solicitor/Commissioner for Oaths

**Please include such other form of identification used to identify the Declarant as permitted by the Statutory Declarations Act, 1938 (as amended)*

4. Sections B- Tender Response

B1: Requirements & Specifications

Suppliers **MUST** provide all information relating to the instrument and the associated consumables in the response boxes below. Responses will be scored accordingly by the Technical Evaluation team as set out in the Award Criteria in the RFT document.

Please ensure all cost submissions are kept separate and included in the Excel file entitled: **Appendix 2 – Pricing Schedule**.

This is the minimum specification required. All tenderers must meet or exceed this minimum specification to progress through the award criteria to cost evaluation. Additional functionality should be identified in the comments section to facilitate scoring under the award criteria. The Contracting Authority may award a higher marking if the additional functionality is desirable or adds value.

Supplier Notes

- This specification document is designed to assist the contracting authority in its evaluation of your tender and to enable suppliers provide structured responses to key deliverables. It is structured to reflect the award criteria as set out in the RFT.
- Please note responses to individual questions will NOT be scored separately but collectively they will provide a basis for assessing the merits of the tenderer's overall response to each award criterion and sub-criterion.
- Where specifications include reference to manufacturer or brand names this is a result of difficulties in specifying the product required. In these instances the phrase "or equivalent" is inferred.
- It is acknowledged that each Tender's product line may differ from these specifications. As such, each seller is free to propose variances from these specifications. Alternative proposals favourable to the Contracting Authority may be suggested. It is required, however, that, whenever a variance from these specifications occurs, the proposed item must meet or exceed the specified characteristics or level of performance.
- Where abnormally low tenders are received the Evaluation team shall require the tenderer to explain the price proposed in Appendix 2. (Per Article 69 of the EU Procurement Directives 2014/24). Where the tenderer cannot provide a sufficient explanation, the contracting authority is entitled to reject the tender.
- The award of any contract is subject to the successful tenderer meeting the required specification and standards as set out in this RFT and Appendix 1. Should the required specification and standards not be met, the EPS reserves the right, in consultation with the Contracting Authority, to award any contract to the next highest-ranked Tenderer.
- If the evaluation outcome results in a tie between two or more Tenders, then the Tender with the highest score for the highest weighted criterion shall be deemed the most economically advantageous tender. If the score remains in a tie, the remaining criterion will be assessed by the highest weighted until there is no longer a tie. If the score remains a tie

after all criterions are assessed, the tenderers will be asked to submit a Best and Final Offer (BAFO).

A failure to answer question(s) may leave the contracting authority with insufficient information on which to base a thorough evaluation and in turn may result in loss of marks in respect of the relevant Award Criterion. Therefore, please ensure you complete ALL sections of this questionnaire.

Only those Tenderers who have qualified in accordance with paragraph 3.2 of this RFT will proceed to be evaluated under this paragraph 3.3.1

B2: Award Criteria

The Goods Contract will be awarded on the basis of the most economically advantageous tender(s) as identified in accordance with the following award criteria:

LA3528F- Single Supplier Framework for the Supply, Delivery & Installation of a Gas Chromatograph with triple quadrupole Mass Spectrometer detector (GC-QQQ) to The Department of Agriculture, Food and the Marine (DAFM).				
	Award Criteria: Please Note: All sub criteria for sections A, B & C carry equal weight/marks.	Weighting	Total Maximum Score	Minimum Score Requirement
The minimum score requirement for Section A is 70% The minimum score requirement for Sections B, C & D is 60%				
A. Quality- Sample Identification				
A	Ability to meet the required accuracy and sensitivity of response when tested	50%	500	350
B. Technical Merit				
B	- General Functional Requirements - Gas Chromatography - Mass Spectrometer - Hardware & Software	15%	150	90
C. Method & Training				
C	- Installation - Technical Support Levels - Warranty & After Sales Service - Training & Applications Support	10%	100	60
D. Sustainability				
D	Disposal & Environmental Policy	5%	50	30
E. Ultimate Cost (Total Cost of Ownership)				
E	Please see Appendix 2 – Pricing Schedule for details.	20%	200	n/a
	Total Maximum Score Available	100%	1000	

*Tenderers must achieve a minimum of 60% on all tender award criteria above **except for** sample identification where the minimum requirement is 70% and excluding Ultimate Cost, in order to avoid elimination from the competition. Only tenderers who have achieved the minimum score required will be evaluated against Ultimate Cost.*

No commitment of any kind, contractual or otherwise shall exist unless and until a formal written contract has been executed by or on behalf of the Contracting Authority. Any award of notification of preferred bidder status by the Contracting Authority shall not give rise to any enforceable rights by the Tenderer. The Contracting Authority may cancel this public procurement competition at any time prior to a formal written contract being executed by or on behalf of the Contracting Authority. The Contracting Authority does not bind itself to accept the lowest priced or any tender.

The award of contract will be on the basis of the **Most Economically Advantageous Tender** received, in accordance with the detailed award criteria and weightings set out below.

The lowest Ultimate Cost tender, will receive the maximum score achievable under this criterion.

Pricing Score = Lowest Tendered Price x Max Points

Price being evaluated.

Responses for non-cost/qualitative Award Criteria items will be scored using the following matrix:

Scoring Methodology	
Scoring Range	Meaning
91% – 100%	Excellent response that fully meets and exceeds requirements, providing comprehensive, detailed, and convincing assurance that the Tenderer will deliver to an exceptional standard.
80% – 90%	A very good response that demonstrates real understanding and fully meets the requirements and provides convincing assurance that the Tenderer will deliver to high standard.
60% – 79%	A satisfactory response which demonstrates a reasonable understanding of requirements and provides reasonable confidence that the minimum requirements will be delivered. However, it does not provide sufficiently convincing assurance to award a higher mark.
30% - 59%	A response where reservations exist due to a lack of convincing details and comprehensive credibility. There is a significant risk that the requirements will not be delivered to a satisfactory standard.
1% – 29%	A response that raises significant reservations, due to insufficient detail, critical or notable deficiencies, that seriously lacks credibility, presenting a high risk of non-delivery.
0%	No Response or partial Response that completely fails to address the criterion under consideration

B3: Appendix 1-Technical Specification

Suppliers **MUST** provide all information relating to the instrument and the associated consumables in the blue response boxes below. Responses will be scored accordingly by the Evaluation team as set out in the Award Criteria in the RFT document.

Where an additional document is required to support your response, the document **MUST** be attached and the relevant section within the document **MUST** be clearly referenced in your answer. Please note that website links are **not** sufficient as a supporting document.

Only referenced documents will form part of the evaluation. Brochures that have not been referenced will NOT be evaluated.

Please ensure all cost submissions are kept separate and included in the Excel file entitled: Appendix 2 – Pricing Schedule

LA3528F –RFT for the Supply, Delivery & Installation of a Gas Chromatograph with triple quadrupole Mass Spectrometer detector (GC-QQQ) to The Department of Agriculture, Food and the Marine (DAFM).

State proposed model here:

Suppliers please be advised that a failure to meet any mandatory individual requirement (MUST), will lead to a Zero (0%) score under the relevant section and will mean elimination from the competition.

A. Quality-Sample Identification

Ability to meet the required accuracy and sensitivity of response when tested

A1

Tenderers **MUST** be willing to demonstrate their instruments performance by analysing samples submitted by the Pesticide Residues Laboratory (PRL), which will contain a range of appropriate residues. Samples must be analysed according to the protocol requested by the PRL, within a time frame specified by the PRL and at no cost to the PRL.

Please see attached **Appendix A- Sample Analysis Results Form** for further detailed instructions on this requirement.

<i>Insert Response</i>

B. Technical Merit	
General Functional Requirements	
B1	The Gas Chromatograph with triple quadrupole Mass Spectrometer detector (GC-QQQ) system: • SHOULD fit on a standard size laboratory bench with a depth of 75cm • Operate with Irish power supply (220V) • Critical parts should be easily accessible for maintenance. Please confirm and detail.
<i>Insert Response</i>	
Gas Chromatograph	
B2	The Gas Chromatograph MUST have the following features: • Electron Impact ion source • Split/splitless injection • Programmable injector port covering the range 40 – 400°C • Other programmable features would be an advantage i.e. sample preparation capability Please confirm and detail.
<i>Insert Response</i>	
B3	Tenders MUST detail the flow rate information below for the Gas Chromatograph. • Flow rate accuracy • Flow rate precision Please confirm and detail.

<i>Insert Response</i>	
B4	Injection repeatability MUST be less than 5%. Please confirm and detail the Injection repeatability of your tendered equipment.
<i>Insert Response</i>	
B5	The Autosampler MUST be capable of handling at least 100 samples in one run. Please confirm and detail.
<i>Insert Response</i>	
B6	The Gas Chromatograph oven MUST be capable of: • handling capillary columns. • be capable of operating over a range of 40- 400°C • rapid heating and cooling of analytical column compartment, please quote heating and cooling times between 70 and 300°C. Please confirm and detail.
<i>Insert Response</i>	
B7	It is a Desirable that the Gas Chromatograph have a variable voltage EI source. Please confirm and detail.
<i>Insert Response</i>	
Mass Spectrometer	

B8	The Mass Spectrometer MUST have the following features: • Mass range of at least 1.2 to 1100amu • Mass accuracy of better than 0.8 amu. Please confirm and detail.
<i>Insert Response</i>	
B9	The Mass Spectrometer MUST be capable of operating in full scan, SIM and MS/MS modes. Please confirm and detail.
<i>Insert Response</i>	
B10	The Mass Spectrometer MUST be able to give linear calibration of a wide concentration range, at least three orders of magnitude. Please confirm and detail.
<i>Insert Response</i>	
B11	The Mass Spectrometer MUST be capable of quantitation of at least between the range 1 – 250 µg/kg, for pesticides. Please confirm and detail.
<i>Insert Response</i>	
B12	The Mass Spectrometer MUST have the sensitivity to meet default MRL's (10ppb) at least for 95% of pesticides in the sample scope. Better sensitivity will be seen as an advantage. Please confirm and detail.

<i>Insert Response</i>	
B13	It is Desirable that the Mass Spectrometer features an autotune facility. Please confirm and detail
<i>Insert Response</i>	
B14	It is a Desirable that the Gas Chromatograph have a variable voltage EI source. Please confirm and detail.
<i>Insert Response</i>	
B15	It is a Desirable that the Mass Spectrometer have a chemical ionisation source. Please confirm and detail.
<i>Insert Response</i>	
B16	The system MUST be capable of being configured for backflushing using two (2) 15m columns with the backflush set up in between the columns. Please confirm and detail.
<i>Insert Response</i>	
Hardware & Software	

B17	The system MUST include a suitable computer with at least a Windows 11 operating system and suitable software to deliver the functionality required. Please confirm and detail outlining costs in the Appendix 2 – Pricing Schedule. Note: Pricing MUST only be included in the Appendix 2 Pricing Schedule. No pricing is to be included in this Appendix 1 document.
<i>Insert Response</i>	
B18	The computer MUST have a processor with at least 14 cores and a speed of 5GHz. Faster speeds will be considered highly desirable. Please confirm and detail.
<i>Insert Response</i>	
B19	The computer MUST have a 500-1000GB SSD drive for operating system and software. Please confirm and detail.
<i>Insert Response</i>	
B20	The computer MUST have one hard drive with a minimum capacity of 2 TB. A 4TB hard drive would be considered highly desirable. Please confirm and detail.
<i>Insert Response</i>	
B21	The inclusion of an additional hard drive, within the package price, would be considered highly desirable. Please confirm and detail outlining costs in the Appendix 2 – Pricing Schedule-Optional Items. Please state “FOC” in the comment’s column should this be included in the core package.

	Note: Pricing MUST only be included in the Appendix 2 Pricing Schedule. No pricing is to be included in this Appendix 1 document. <i>This is optional to purchases for the contracting authority.</i>
B22	The PC provided MUST have two 28" Flat panel monitors. Please confirm and detail.
<i>Insert Response</i>	
B23	The computer included MUST have 32GB RAM with 64GB desirable. Please confirm and detail.
<i>Insert Response</i>	
B24	The computer MUST be network compatible (2 x Ethernet network cards). Please confirm and detail.
<i>Insert Response</i>	
B25	The computer MUST have USB connections, at least six (6) are required, two of which should be UBB 3.0. Please confirm and detail.
<i>Insert Response</i>	

B26	The system MUST include a compatible colour printer with networking capability. Please confirm and detail outlining costs in the Appendix 2 – Pricing Schedule. Note: Pricing MUST only be included in the Appendix 2 Pricing Schedule. No pricing is to be included in this Appendix 1 document.
<i>Insert Response</i>	
B27	Post installation tenderers MUST demonstrate hardware and software compatibility, Please confirm and detail.
<i>Insert Response</i>	
B28	The software included MUST be capable of controlling and monitoring both GC and Mass Spectrometer. Please confirm and detail.
<i>Insert Response</i>	
B29	The software provided MUST include one (1) offline data handling license. Please confirm and detail outlining costs in the Appendix 2 – Pricing Schedule. Note: Pricing MUST only be included in the Appendix 2 Pricing Schedule. No pricing is to be included in this Appendix 1 document.
<i>Insert Response</i>	
B30	The software included MUST have screening functionality; the workflow MUST be demonstrated by vendor within the response to the sample results. Please confirm and detail.

<i>Insert Response</i>	
B31	The software included SHOULD have automated quantitation capability. Please confirm and detail.
<i>Insert Response</i>	
B32	The software included MUST include batch processing. Please confirm and detail.
<i>Insert Response</i>	
B33	The software MUST have automated retention time locking capability. This MUST allow all the retention times in the method to be reset using a single analyte standard after its initial set-up. Please confirm and detail.
<i>Insert Response</i>	
B34	Any software upgrades released within one year of purchase MUST be provided free of charge. Please confirm and detail outlining costs in the Appendix 2 – Pricing Schedule. Note: Pricing MUST only be included in the Appendix 2 Pricing Schedule. No pricing is to be included in this Appendix 1 document.
<i>Insert Response</i>	

B35	Any software or firmware updates which are critical to the functioning of the instrument MUST be provided over the lifetime of the contract. Please confirm and detail outlining costs in the Appendix 2 – Pricing Schedule. Note: Pricing MUST only be included in the Appendix 2 Pricing Schedule. No pricing is to be included in this Appendix 1 document.
Insert Response	
B36	Built in maintenance diagnostic capability within the software will be seen as an advantage. Please confirm and detail.
Insert Response	
B37	Software for automatic optimisation of MS/MS transitions would be seen as highly desirable. Please confirm and detail.
Insert Response	

C. Method & Training

Installation

C1	System MUST be delivered to and installed as required in: The Pesticide Residue Laboratory Backweston Laboratory Complex Backweston, Celbridge, Co. Kildare, W23 N9FA Please confirm and detail outlining costs in the Appendix 2 – Pricing Schedule.
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	Note: Pricing MUST only be included in the Appendix 2 Pricing Schedule. No pricing is to be included in this Appendix 1 document.
Insert Response	
C2	At Installation, the vendor MUST demonstrate the system's ability to meet all specifications listed above as well as any performance claims made within your tender response. Note: The Instrument will not be considered installed until the relevant application is demonstrated to be working to a finalised standard acceptable to the Department of Agriculture, Food and the Marine.
Insert Response	
C3	The Tenderer MUST indicate the arrangements for and specify the names of the Gas Chromatograph with Mass Spectrometric Detector experts who will be in charge of installation, application training and application support. Please confirm and detail.
Insert Response	
Technical Support levels	
C4	Consumables for the equipment (such as columns vials and caps etc) MUST not be proprietary. Please confirm and detail.
Insert Response	
C5	The Tenderer MUST state when the model was introduced, when the system is likely to be superseded and for how long after purchase replacement parts will be available. Please confirm and detail.
Insert Response	

C6	The tenderer MUST provide a pre-installation checklist prior to installation to determine our site utility requirements. This should include but is not limited to, space, power requirements, air handling, gas supply, ideal flow rates, pressure and min. extraction flow rates if needed. Please confirm and detail.
<i>Insert Response</i>	
Warranty & After Sales Service	
C7	Tenderers MUST include a standard Warranty period of one (1) year after final instrument sign off by the Contractor. Warranty services must be free of invoicing charges for labour, parts and/or consumables and include least one (1) preventative maintenance visit per year. Please confirm and detail all inclusions and exclusions, outlining costs in the Appendix 2 – Pricing Schedule. Note: Pricing MUST only be included in the Appendix 2 Pricing Schedule. No pricing is to be included in this Appendix 1 document.
<i>Insert Response</i>	
C8	Immediately following the expiry of the warranty, a one (1) year Service Contract Option (to include remote diagnostics of faults, repair of the Instrument in case of breakdown and all consumables) may be taken up by the Department of Agriculture, Food and the Marine. Any Agreement must also include labour, parts and/or consumables and at least one (1) preventative maintenance visit per year. Please confirm and detail all inclusions and exclusions, outlining costs in the Appendix 2 – Pricing Schedule. Note: Pricing MUST only be included in the Appendix 2 Pricing Schedule. No pricing is to be included in this Appendix 1 document. <i>This is optional to purchase for the contracting authority.</i>
<i>Insert Response</i>	

C9	Full details of what is excluded from the warranty and any subsequent Service Contract MUST be indicated. Any parts required for the repair of the instrument not covered by the Service Contract should be made available to DAFM as billable parts. Please include a list of exclusions as a separate list which would require additional charges in the Appendix 2-pricing Schedule-Billable Parts tab. Note: Pricing MUST only be included in the Appendix 2 Pricing Schedule. No pricing is to be included in this Appendix 1 document. <i>This will not form part of the cost evaluation.</i>
<i>Insert Response</i>	
C10	During the annual PM visit the successful tenderer will be required to carry out a performance verification as part of preventative maintenance to demonstrate the sensitivity of the instrument over the term of the contract after installation and commissioning. Please confirm and detail.
<i>Insert Response</i>	
C11	As part of the warranty package the tenderer MUST, one (1) year post installation, demonstrate to show no deterioration in the systems expected performance. Please confirm and detail.
<i>Insert Response</i>	
C12	The Tenderer MUST indicate the arrangements for maintenance and level of experience of the Gas Chromatograph with Mass Spectrometric Detector experts who will be in charge of after sales service level support. Response times should also be included for spare parts delivery and engineers' response times on-site. Please confirm and detail.
<i>Insert Response</i>	

C13	Tenders MUST outline the escalation procedure available to the contracting authority should issues arise. Please confirm and detail.
<i>Insert Response</i>	
Training & Applications Support	
C14	Onsite training at installation for up to six (6) Department of Agriculture, Food and the Marine staff members MUST be provided for one (1) day, as part of the core package. Please confirm and detail outlining costs in the Appendix 2 – Pricing Schedule. Note: Pricing MUST only be included in the Appendix 2 Pricing Schedule. No pricing is to be included in this Appendix 1 document.
<i>Insert Response</i>	
C15	The onsite operator training course at installation MUST cover aspects of system familiarization, operation & maintenance, method optimisation and data quantification including development of automated protocols. Please confirm and detail.
<i>Insert Response</i>	
C16	The tenderer MUST include a further onsite operator training course at a later date covering more advanced aspects of system operation and maintenance, method optimisation and data quantification. This training should take place within one (1) year after installation. Please confirm and detail outlining costs in the Appendix 2 – Pricing Schedule. Note: Pricing MUST only be included in the Appendix 2 Pricing Schedule. No pricing is to be included in this Appendix 1 document.

<i>Insert Response</i>	
C17	Any ongoing applications support service offered by the tenderer will be seen as an advantage. This can include, but is not limited to, online support, onsite support and applications support. Please confirm and detail.
<i>Insert Response</i>	

D. Sustainability	
Disposal & Environmental Policy	
D1	Please provide any Green/Environmental and or Social Responsibility Statement your company has accomplished. Please confirm and detail.
<i>Insert Response</i>	
D2	Tenderers SHOULD make all reasonable efforts to minimise adverse environmental impact in the methods of services delivery and in materials used. What actions have you taken to improve efficiency and to lessen your impact on the environment? Please confirm and detail.
<i>Insert Response</i>	
D3	Please outline measures currently in place and planned future measures for managing energy consumption associated with this instrument. Please confirm and detail.

<i>Insert Response</i>	
D4	Please provide any other relevant measures your organisation has taken or will be taking in the future in order to maximise sustainability and reduce carbon production. Please confirm and detail.
<i>Insert Response</i>	
D5	Please provide your companies policy on the removal of packaging at installation. Please confirm and detail.
D6	Please provide your companies policy on recycling of instrumentation at end of lifetime. Please confirm and detail.

E. Ultimate Cost	
E1	Please see Appendix 2 – Pricing Schedule for details.

B4: Appendix 2- Pricing Schedule

Please use the Appendix 2 – which is provided as a supplementary Excel – titled:

LA3528F Appendix 2 Pricing Schedule

The Appendix 2 Pricing Schedule provided in the Excel file **MUST** be completed per submission you are Tendering for. Please submit in excel format. The relevant Pricing Schedule must be completed in full, totalled, and returned as part of the Tender submission.

Tenderers are reminded that the prices/discounts quoted **MUST** be in compliance with the requirements set out in paragraph 2.10 of the RFT, i.e.: they **MUST** be all-inclusive, fixed, expressed in Euro, exclusive of VAT and remain fixed for the term stated in the RFT.

Any particulars and merits should be identified in the comments section to facilitate scoring under paragraph 3.3 Award Criteria of the RFT.

B5: Checklist for Tender Submissions

Please confirm that all the information requested in Sections A1-A9 has been provided	Confirm Yes/No
Please confirm that the Appendix 2 Pricing Schedule has been returned and included in your proposal.	Confirm Yes/No
Please confirm that Appendix 3 (on headed paper) has been completed and returned as requested.	Confirm Yes/No
Please confirm that Appendix 4 has been signed and completed and returned as requested. This document MUST also be signed, stamped and dated by a Practising Solicitor / Commissioner for Oaths.	Confirm Yes/No
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 / met and their approach to the proposed delivery of the Goods. A mere affirmative statement by the Tenderer that it can / will do so or a reiteration of the tender requirements is NOT sufficient in this regard.	Confirm Yes/No

If multiple equipment types are available which suit the specifications required, please provide details of each option on a separate TRD and Appendix 2, clearly defining each option.	Confirm Yes/No
Please ensure that all supporting documentation is submitted in the English language.	Confirm Yes/No
Please ensure all documents are named accordingly and submitted within a zipped/compressed folder.	Confirm Yes/No

Please ensure to sign confirmation form at end of this document.

This form must be completed and signed by an authorised officer of the tenderer's organisation.

- This offer will remain open for acceptance by you for a period of 12 months from the date of deadline for submission of tenders.
- We acknowledge that you are not obliged to accept the lowest or any offer.
- I/We undertake to deliver the products/services in accordance with the terms and conditions of the tender specification.
- I/We undertake to maintain full confidentiality with regard to all aspects of this tender process

<i>Signed:</i>		<i>Position:</i>	
<i>Print Name:</i>		<i>Phone No:</i>	
<i>Company Name:</i>		<i>Date:</i>	
<i>Address:</i>			
<i>Email:</i>			

Document end