



Comhairle Cathrach  
Bhaile Átha Cliath  
Dublin City Council

## TENDER RESPONSE DOCUMENT

| Subject Matter of Request for Tender                                                                                                                                             |                                                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|
| Supply and Delivery of Welfare Units for Dublin City Council                                                                                                                     |                                                              |
| Closing Date and Time for Receipt of Tenders                                                                                                                                     | Wednesday 1 <sup>st</sup> April 2026 at [12:00] (Irish time) |
| Organisation Name                                                                                                                                                                |                                                              |
| Contact Name*                                                                                                                                                                    |                                                              |
| Contact Email                                                                                                                                                                    |                                                              |
| * Please note that all communication regarding this Tender will be through the eTenders messaging system. Please ensure that the Contact Name is registered as an eTenders user. |                                                              |

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## Instructions for Completion

Tenderers should ensure they have read the Request for Tender before they attempt to complete this Tender Response Document.

If you consider that the Tender Response Document is missing any sections which would prevent you from preparing a comprehensive response, please contact the Contracting Authority as soon as possible.

Where there is a discrepancy between the contents / instructions in this document and the Request for Tender, the Request for Tender will take precedence.

Tenderers must follow the instructions contained in this document in relation to attachments, format for submission, etc.

Where tenderers are relying on other parties to meet the selection criteria, those parties must be available to deliver elements of the contract.

## Detailed Specification of Requirements

| Nameplate Specification                                                                  | Minimum Level                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Tenderer's Response |
|------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| Compliance with the Welfare Units Specification (please refer to Section 2.3 of the RFT) | <p>Confirmation of the following:</p> <ol style="list-style-type: none"> <li>1) The mobile welfare units must be a towable anti-vandal unit, incorporating <b><u>three separate compartments</u></b>, separate canteen, drying room and toilet room with access to these compartments from outside only.</li> <li>2) Access to all rooms must be via external security doors.</li> <li>3) All rooms must be sealed from each other by floor to ceiling bulkheads.</li> <li>4) The unit must be fitted internally with seamless, washable wall and roof panels and non-slip flooring throughout.</li> <li>5) Adequate external ventilation will be provided in all rooms.</li> <li>6) All windows must have closable, lockable guards.</li> <li>7) All doors must have locking handle covers</li> <li>8) The units must be designed and manufactured to resist vandalism.</li> <li>9) Insulated Wall Panels</li> <li>10) Lifting hooks</li> <li>11) Integrated rear lighting protection</li> </ol> |                     |

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|  | <p>12) Anti-vandal cage over rear lights</p> <p>13) Motion activated 12v LED lighting</p> <p>14) The unit must have a maximum weight of 2 tonne</p> <p>15) The requirements of relevant European Legislation must be complied with and the Mobile Welfare Unit(s) must have the C.E. Approval Mark.</p> <p>16) Certificates of Conformity to relevant E.U. and National Standards must be supplied with all installed equipment.</p> <p>17) All installed equipment must be CE marked.</p> <p>18) The relevant certification to Irish and EU legislation for all your offers must be stated as part of your tender.</p> <p><b><u>Canteen Area</u></b></p> <p>19) Table and bench seating for up to 5 persons for Welfare Unit</p> <p>20) Bench seating to have soft backing.</p> <p>21) Double hob cooker or microwave and single hob.</p> <p>22) Stove to be hard-mounted about 4-6 inches from shelving to the right of the counter</p> <p>23) Stainless steel heat shield/splash back to be mounted to side of shelving</p> <p>24) Electric kettle</p> <p>25) Fresh water bottle dispenser</p> <p>26) Hot and cold water for hand washing with large deep sink</p> <p>27) Fridge to be supplied and fitted</p> <p>28) Electric pump to provide water to taps</p> <p>29) Lockable cabinet under counter for storage</p> <p>30) Electric wall mounted heater</p> <p>31) Sticker on wall highlighting that heater will not work if kettle/microwave is on or vice versa</p> <p>32) Lighting to operate off generator but must also be capable of running off battery back up</p> <p>33) 2 No. double sockets</p> <p>34) 1 No. earth leakage circuit breaker (ELCB) fuse board</p> <p>35) Heavy duty floor covering</p> <p>36) Bus type sliding door <i>or hinged</i> with integral suited locks and hidden hinges – door to be capable of being opened from inside and latch to keep door in open position.</p> |  |
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|  | <p>37) Side window complete with antivandal sliding shutter</p> <p>38) Storage area under seating</p> <p>39) Generator control panel</p> <p>40) Automatic engine cutoff (On timer)</p> <p>41) Bin</p> <p>42) First aid kit</p> <p>43) Paper towel holder</p> <p>44) Fire alarm</p> <p>45) Carbon monoxide monitoring panel</p> <p>46) Vent</p> <p>47) Wall mounted fire extinguisher</p> <p>48) A remote start / stop function must be located in the canteen, with timer function.</p> <p>49) Fire Blanket</p> <p>50) Motion activated 12v LED lighting</p> <p><b><u>Toilet Area</u></b></p> <p>51) Flushing toilet with holding tank (non-chemical). A fresh water tank with a minimum capacity of 100L must be fitted, with a pressure-controlled battery powered pump to provide water for washing and toilet facilities.</p> <p>52) A wastewater tank must be fitted under the toilet floor, and must have a minimum capacity of 110% of the fresh water tank.</p> <p>53) Easily read level gauges must be provided for all fitted tanks.</p> <p>54) Detachable pipe for emptying tank</p> <p>55) Toilet roll holder</p> <p>56) Mirror</p> <p>57) Hot and cold water for hand washing with sink</p> <p>58) Bin</p> <p>59) Paper towel holder</p> <p>60) Battery operated lighting</p> <p>61) Vent</p> <p>62) Steel anti vandal door with integral suited locks and hidden hinges door to be capable of being opened from inside.</p> <p>63) Soap dispenser</p> <p>64) Barrier cream dispenser</p> <p>65) Electric pump to provide water to taps in toilet area</p> <p>66) Motion activated 12v LED lighting</p> |  |
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|  | <p><b><u>Drying Room</u></b></p> <p>67) Battery operated lighting<br/>         68) Generator to suit requirements of unit and working in a city environment*<br/>         69) Tubular electric heater, with a minimum rated output of 0.5kW.<br/>         70) Coat hangers<br/>         71) Shelving for clothes and footwear<br/>         72) Steel anti vandal door with integral suited locks, hidden hinges, and latch to keep door in open position<br/>         73) Vent through roof<br/>         74) Motion activated 12v LED lighting</p> <p>*In the case of item 68 the installer must submit a declaration that the generator is suitable for use with the appliance specified. The declaration must also include the details of the generator: the alternator, working temperature, volume of air intake, size of air intake and outtake, position of sound attenuation baffle, etc. The installer must also be certified to install the generator.</p> <p><b><u>Trailer</u></b></p> <p>75) Suitable axle trailer for Welfare Unit<br/>         76) 7 pin trailer socket on the rear of the unit to enable easy connection of trailer board should the need arise<br/>         77) Towing hitch should extend 150 cm to allow a wide towing angle<br/>         78) Towing hitch steel anti-vandal cover to whole towing hitch assembly<br/>         79) Towing ring, not ball hitch, to suit existing vehicles<br/>         80) Hydraulic lifting and lowering system which allows the unit to sit over the undercarriage when in place<br/>         81) Hand held control panel to operate Hydraulic lift and loading systems<br/>         82) Ring towing hitch with braking system and jockey wheel<br/>         83) Secure nose cone with integrated lock</p> |  |
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|  | <p><b><u>General</u></b></p> <p>84) 12V batteries for lighting to be charged by generator (when in operation)</p> <p>85) Weight of Welfare Unit</p> <p>86) Robust structure</p> <p>87) Secure vandal proof structure</p> <p>88) Resistance to external damage or external fire</p> <p>89) The generator must have a minimum rated output of 6kVA.</p> <p>90) Access to the generator must facilitate all servicing and maintenance to be carried out in situ.</p> <p>91) The generator must be fitted with a dedicated start battery, charged by a built-in alternator.</p> <p>92) This battery must not be used for any other function throughout the welfare unit.</p> <p>93) A remote start / stop function must be located in the canteen, with timer function.</p> <p>94) All wiring must meet ETCI Wiring Regulations, or equivalent.</p> <p><b><u>Exterior</u></b></p> <p>95) High visibility/reflective markings. The marking must be retroreflective material width 50mm. Tape must be to UN ECE 104 placed on each vertical edge of the container 8 number edges. (approx 2m in height x 8).</p> <p>96) Painted to Dublin City Council colours ral 5015 colbalt blue.</p> <p><b><u>Training</u></b></p> <p>97) Comprehensive on-site operator familiarisation training must be included in the price tendered for up to 10 DCC staff.</p> <p>98) Service and maintenance training (given by dedicated trainer) for up 2 DCC mechanical maintenance personnel must also be provided.</p> <p>99) This training must be provided by the supplier at no extra cost to Dublin City Council</p> |  |
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|  | <p>100) Videos of the familiarisation training must be provided in .mp4 format.</p> <p>101) The training content must be recorded in writing, signed by the person giving the training with the signed attendance sheet.</p> <p><b><u>Operators Manuals</u></b></p> <p>The following must be supplied in both manual and electronic (printable) form:</p> <p>102) 2 x Operators Manuals</p> <p>103) 2 x Spare Parts Lists</p> <p>104) 2 x Workshop/Repair Manuals covering the Welfare Unit and all included equipment.</p> <p><b><u>Warranty</u></b></p> <p>105) A minimum of two years labour and parts warranty is required.</p> <p><b><u>Delivery</u></b></p> <p>Delivery to Dublin City Council, North City Operations Depot (NCOD) St. Margarets Road, Ballymun Dublin 11.</p> <p>Tenderers must state the best available lead delivery time on the pricing schedule.</p> <p>Delivery lead-time must be no longer than 14 weeks from date of order</p> <p><b><u>Vehicle Requirements &amp; Conditions</u></b></p> <p>The vehicles used to deliver the Steel Storage Container to site within the Dublin City Council Administrative Area must be capable of unloading the Unit. It should also be noted that any vehicle might be dismissed from a work site/depot, if it is found, on examination not to comply with the current Road Traffic Act, or Health and Safety Regulations, or by non-compliance of any terms and conditions, in any particular instance.</p> |  |
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|  | <p>The driver must be skilled in the operation of the vehicle and thoroughly conversant with the vehicle.</p> <p>All mechanically propelled vehicles operating on public roads must have a valid registration plate applicable to that particular vehicle/machine.</p> <p>All vehicles for which a Road Fund Licence (Tax Disc) is required must display a current "Insurance Disc" correctly.</p> <p>The driver in charge of a vehicle must be provided with the necessary Personal Protective Equipment (P.P.E.) by the Supplier in order to safely carry out his duties; e.g. safety boots, reflective vests, helmets etc</p> |  |
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## **RESPONSE TO SELECTION CRITERIA**

**TENDERERS SHOULD NOTE THESE CRITERIA ARE ASSESSED ON A PASS/FAIL BASIS**

## General Contact Information

|                                                              |                                                  |                                                                                                                                                 |
|--------------------------------------------------------------|--------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Organisation Name:</b>                                    |                                                  |                                                                                                                                                 |
| <b>Contact Person:</b>                                       |                                                  |                                                                                                                                                 |
| <b>Position:</b>                                             |                                                  |                                                                                                                                                 |
| <b>Address:</b>                                              |                                                  |                                                                                                                                                 |
| <b>Phone:</b>                                                |                                                  |                                                                                                                                                 |
| <b>Email:</b>                                                |                                                  |                                                                                                                                                 |
| <b>Website:</b>                                              |                                                  |                                                                                                                                                 |
| <b>Date of Establishment, if applicable</b>                  | <b>VAT Registration No:</b>                      | <b>Legal Structure – partnership, limited company, etc.</b>                                                                                     |
|                                                              |                                                  |                                                                                                                                                 |
| <b>Details of any sub-contractors or consortium members:</b> |                                                  |                                                                                                                                                 |
| <b>Name</b>                                                  | <b>Proposed Role in Delivery of the Contract</b> | <b>Confirmation relevant information is provided for each party (e.g. financial, experience, or other selection criterion where applicable)</b> |
|                                                              |                                                  |                                                                                                                                                 |
|                                                              |                                                  |                                                                                                                                                 |
|                                                              |                                                  |                                                                                                                                                 |

## Financial Information – Pass/Fail Criteria

| Tax Clearance                                                                                                                                                                                                                                                                                   |      | Please confirm<br>YES/NO |      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|--------------------------|------|
| I confirm and declare being tax compliant. The Contracting Authority can verify your tax clearance status through Revenue's online facility at <a href="http://www.revenue.ie/en/online/tax-clearance.html">http://www.revenue.ie/en/online/tax-clearance.html</a> To this end, please confirm: |      | Yes                      |      |
|                                                                                                                                                                                                                                                                                                 |      | No                       |      |
| Tenderer Name:                                                                                                                                                                                                                                                                                  |      |                          |      |
| Tenderer PPSN/ Tax Reference Number                                                                                                                                                                                                                                                             |      |                          |      |
| Access Number                                                                                                                                                                                                                                                                                   |      |                          |      |
| OR, I confirm that I hold a current valid paper Tax Clearance Certificate (generally relates to Non-Residents)                                                                                                                                                                                  |      |                          |      |
| Registration Number                                                                                                                                                                                                                                                                             |      | Certificate Number       |      |
| OR,<br><br>I confirm that I have applied for Tax Clearance status or a Tax Clearance Certificate which will be made available on request                                                                                                                                                        |      | Yes                      |      |
|                                                                                                                                                                                                                                                                                                 |      | No                       |      |
| <b>Turnover</b>                                                                                                                                                                                                                                                                                 |      |                          |      |
| I confirm that we have the requisite turnover to be considered for the contract/framework.                                                                                                                                                                                                      |      |                          |      |
| Year                                                                                                                                                                                                                                                                                            | 2025 | 2024                     | 2023 |
| Month End (e.g. July)                                                                                                                                                                                                                                                                           |      |                          |      |
| Turnover €                                                                                                                                                                                                                                                                                      |      |                          |      |
| I confirm that I will provide evidence of turnover promptly on request.<br><b>NOTE #1:</b> In the case of sole traders or partnerships this condition may be satisfied by a letter of confirmation from a senior partner.                                                                       |      | Yes                      |      |
|                                                                                                                                                                                                                                                                                                 |      | No                       |      |

| Insurances                                                                                                                                                                                                                                                                                                |                              |                |                       |              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|----------------|-----------------------|--------------|
| I confirm that we have the following insurances in place                                                                                                                                                                                                                                                  |                              |                |                       |              |
| Insurance Type                                                                                                                                                                                                                                                                                            | Level required if successful | Level in Place | Details of Any Excess | Renewal Date |
| Employers Liability                                                                                                                                                                                                                                                                                       | €13,000,000                  | €              |                       |              |
| Public Liability                                                                                                                                                                                                                                                                                          | €6,500,000                   | €              |                       |              |
| Product Liability                                                                                                                                                                                                                                                                                         | €6,500,000                   | €              |                       |              |
| Professional Indemnity                                                                                                                                                                                                                                                                                    | not applicable               | €              |                       |              |
| Environmental Liability Impairment                                                                                                                                                                                                                                                                        | not applicable               |                |                       |              |
| Cyber Liability                                                                                                                                                                                                                                                                                           | not applicable               | €              |                       |              |
| Other                                                                                                                                                                                                                                                                                                     | not applicable               | €              |                       |              |
| OR                                                                                                                                                                                                                                                                                                        |                              |                |                       |              |
| I confirm that if successful, where the levels required under the contract/framework are higher than those currently in our possession, or where we do not currently have the required forms of insurances, I will be in a position to put the required forms and levels of insurances required in place. |                              |                |                       |              |
| AND                                                                                                                                                                                                                                                                                                       |                              |                |                       |              |
| I confirm that I will provide the following promptly on request: <ul style="list-style-type: none"> <li>evidence of insurances in place      <b>or</b></li> <li>letter from Insurance Broker confirming that the required levels can be put in place if successful</li> </ul>                             |                              |                |                       |              |
| <b>Note: Insurances provided by vendors must be authorised for this jurisdiction.</b>                                                                                                                                                                                                                     |                              |                |                       |              |

## **Declaration of Bona Fides – Pass/Fail Criteria**

**DECLARATION OF BONA FIDES AS PER ARTICLE 57 OF DIRECTIVE 2014/24/EU**

**Economic Operators will be excluded from the procurement process if, within the past five (5) years, there is evidence of a conviction relating to a specific criminal offence listed below (see 1.1) or if they have been the subject of a binding legal decision which found a breach of legal obligations to pay tax or social security contributions (see 1.2) (except where this is disproportionate e.g. where only minor amounts are involved).**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                        |                                                                |           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|-----------|
| <b>1.1</b> Has the Economic Operator or a member of their proposed consortium, (if applicable), Director, or Partner or any other person who has powers of representation, decision or control, been convicted of any of the following offences?                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                        | <b>YES</b>                                                     | <b>NO</b> |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                        | Please indicate your answer by marking 'X' in the relevant box |           |
| 1.1.a                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | participation in a criminal organisation, as defined in Article 2 of Council Framework decision 2008/841/JHA;                                                                                                                                                                                                                                                          |                                                                |           |
| 1.1.b                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 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 Irish Law or the jurisdiction in which the Economic Operator is established; |                                                                |           |
| 1.1.c                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | fraud within the meaning of Article 1 of the Convention on the protection of the European Communities' financial interests;                                                                                                                                                                                                                                            |                                                                |           |
| 1.1.d                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | the subject of a conviction for terrorist offences or offences linked to terrorist activities or for inciting or aiding or abetting or attempting to commit an offence;                                                                                                                                                                                                |                                                                |           |
| 1.1.e                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | the subject of a conviction for money laundering or terrorist financing;                                                                                                                                                                                                                                                                                               |                                                                |           |
| 1.1.f                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | the subject of a conviction of child labour and other forms of trafficking in human beings;                                                                                                                                                                                                                                                                            |                                                                |           |
| Non-payment of taxes or social security obligations<br><b>1.2</b> Has it been established by a judicial or administrative decision having final and binding effect in accordance with Irish law or the legal provisions of the country in which the Economic Operator is established (if outside Ireland), that the Economic Operator is in breach of obligations related to the payment of tax and social security contributions?<br>Note: If the response to 1.2 above is in the affirmative, please provide further information on the decision and the amounts involved |                                                                                                                                                                                                                                                                                                                                                                        |                                                                |           |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                        | <b>YES</b>                                                     | <b>NO</b> |

|                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                |  |
|-------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|--|
| 2.1 Please indicate if any of the following situations have applied, within the past three (3) years, or currently apply, to your organisation. |                                                                                                                                                                                                                                                                                                                                                                                                                | Please indicate your answer by marking 'X' in the relevant box |  |
| 2.1.a                                                                                                                                           | has, in the performance of any public contract, failed to comply with applicable obligations in the field of environmental, social and labour law applying at the place where the works were carried out or the services provided, as established by EU law, national law, collective agreements or by international, environmental, social and labour law listed in Annex X of Directive 2014/24/EU;          |                                                                |  |
| 2.1.b                                                                                                                                           | is bankrupt or the subject of insolvency or winding-up proceedings, its assets are being administered by a liquidator or by the court, or has entered into an arrangement with creditors, suspended its business activities or is in any analogous situation arising from a similar procedure under national laws and regulations;                                                                             |                                                                |  |
| 2.1.c                                                                                                                                           | is guilty of grave professional misconduct which renders its integrity questionable;                                                                                                                                                                                                                                                                                                                           |                                                                |  |
| 2.1.d                                                                                                                                           | has entered into agreements with other economic operators aimed at distorting competition;                                                                                                                                                                                                                                                                                                                     |                                                                |  |
| 2.1.e                                                                                                                                           | has a conflict of interest within the meaning of Article 24 of 2014/24/EU that cannot be effectively remedied by other, less intrusive, measures;                                                                                                                                                                                                                                                              |                                                                |  |
| 2.1.f                                                                                                                                           | confirms that it has had prior involvement in the preparation of the procurement procedure which has resulted in a distortion of competition, as referred to in Article 41 of 2014/24/EU, that cannot be remedied by other, less intrusive, measures;                                                                                                                                                          |                                                                |  |
| 2.1.g                                                                                                                                           | has 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.                                                                                                      |                                                                |  |
| 2.1.h                                                                                                                                           | <ul style="list-style-type: none"> <li>is 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; or</li> </ul>                                                                                                                                                                    |                                                                |  |
|                                                                                                                                                 | <ul style="list-style-type: none"> <li>has withheld such information or is not able to submit supporting documents required under Article 59 of Directive 2014/24/EU; or</li> </ul>                                                                                                                                                                                                                            |                                                                |  |
| 2.1.i                                                                                                                                           | has undertaken to: <ul style="list-style-type: none"> <li>unduly influence the decision-making process of the contracting entity, obtain confidential information that may confer upon the Tenderer undue advantages in the procurement procedure; or</li> <li>negligently provide misleading information that may have a material influence on decisions concerning exclusion, selection or award.</li> </ul> |                                                                |  |



## Declaration Re Statutory Obligations – Pass/Fail Criteria

| We confirm that we are fully compliant with the following legislation, or equivalent legislation in our country of establishment/operation: |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | YES | NO |
|---------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| (a)                                                                                                                                         | Employment Equality Acts 1998-2011                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |     |    |
| (b)                                                                                                                                         | Equal Status Acts 2000-2011                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |     |    |
| (c)                                                                                                                                         | National Minimum Wage Act 2000 as amended                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |     |    |
| (d)                                                                                                                                         | Organisation of Working Time Act 1997 as amended                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |     |    |
| (e)                                                                                                                                         | Safety, Health and Welfare at Work Act 2005 and Safety, Health and Welfare at Work (General Application) Regulations 2007                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |     |    |
| (f)                                                                                                                                         | Disability Act 2005                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |     |    |
| (g)                                                                                                                                         | Regulation (EU) 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, the Data Protection Act, 2018                                                                                                                                                                                                                                                                                                                                                                                                                 |     |    |
| (h)                                                                                                                                         | We further 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. |     |    |
| (i)                                                                                                                                         | We have procedures in place to ensure that our subcontractors, if any are used for this contract, apply the same standards.                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |     |    |

## Article 5k Declaration – Pass/Fail Criteria

### EU REGULATION 2022/576 ON RESTRICTIVE MEASURES IN THE CONTEXT OF RUSSIAN ACTIONS IN THE UKRAINE

|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A.  | In the light of Russian actions in the Ukraine, the European Council adopted a new regulation – <a href="#">EU Regulation 2022/576</a> , aimed at restricting participation in economic activity by economic operators from the Russian Federation. Article 5k of the Regulation prohibits the award or continuation of contracts falling within the scope of the Public Procurement Directives to persons or undertakings related to the Russian Federation. To comply with EU Regulation 2022/576, the Contracting Authority is seeking a declaration from economic operators to this effect. |
| B.  | I <b>[enter name of Tenderer]</b> declare that none of the exclusions specified in EU Regulation 2022/576 to any party associated with this tender.                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Yes |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| No  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

This Declaration is made for the benefit of the Contracting Authority

I/We certify that if a Trade Union refers a case concerning such employees of this company, whom they represent, to the Workplace Relations Commission conciliation service or to the Labour Court for investigation, that the company will accept the invitation and participate in such conciliation conferences or hearings, as appropriate.

I certify that the information provided in the **Declaration of Bona Fides**, the **Declaration re Statutory Obligations**, and the **Article 5k Declaration** is accurate and complete to the best of my knowledge and belief. I understand that the provision of inaccurate or misleading information in these Declarations will lead to my organisation being excluded from participation in this and future tenders and I am signing on behalf of:

|                              |  |
|------------------------------|--|
| Name of Tenderer             |  |
| Name of Authorised Signatory |  |
| Position                     |  |
| Signature                    |  |

## Organisational Profile & Capacity – Pass/Fail Criteria

| Organisational Profile & Capacity Requirement                                                                                             | Minimum Required                                                                            | Tenderer's Response |
|-------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|---------------------|
| Demonstrate adequate organisational resources to fulfil contract requirements                                                             | Organisational Chart showing current manpower levels, staff turnover level, and skills base |                     |
|                                                                                                                                           |                                                                                             |                     |
| Please attach an organisation chart, clearly identifying all relevant departments, divisions, and 3 <sup>rd</sup> parties, if applicable. |                                                                                             |                     |
| Organisation Chart Attached                                                                                                               | Yes                                                                                         | No                  |

**Technical Resources – Pass/Fail Criteria**

| Resource Required                                        | Minimum Level                        | Tenderer's Response |
|----------------------------------------------------------|--------------------------------------|---------------------|
| Adequate transport fleet to handle contract requirements | Details of transport fleet available |                     |
|                                                          |                                      |                     |
|                                                          |                                      |                     |
|                                                          |                                      |                     |
|                                                          |                                      |                     |
|                                                          |                                      |                     |

## Previous Contracts / Experience – Pass/Fail Criteria

| Reference Contract #1                                                                                                                                                                                                                       |      |                        |    |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|------------------------|----|
| Customer Name                                                                                                                                                                                                                               |      |                        |    |
| Contact Name                                                                                                                                                                                                                                |      |                        |    |
| Contact Number                                                                                                                                                                                                                              |      |                        |    |
| Delivery Date(s)                                                                                                                                                                                                                            | From |                        | To |
| Contract Value                                                                                                                                                                                                                              |      | Period value refers to |    |
| Detailed description                                                                                                                                                                                                                        |      |                        |    |
| Taking account of the features of the contract / scope of the framework agreement, please provide information in relation to the following, demonstrating comparability with the contract / framework being awarded under this procurement: |      |                        |    |
| Precise services supplied and how the contract is managed                                                                                                                                                                                   |      |                        |    |
| Details of delivery schedules offered to the client                                                                                                                                                                                         |      |                        |    |
| Any other relevant information                                                                                                                                                                                                              |      |                        |    |
|                                                                                                                                                                                                                                             |      |                        |    |

| Reference Contract #2                                                                                                                                                                                                                       |      |                        |    |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|------------------------|----|--|
| Customer Name                                                                                                                                                                                                                               |      |                        |    |  |
| Contact Name                                                                                                                                                                                                                                |      |                        |    |  |
| Contact Number                                                                                                                                                                                                                              |      |                        |    |  |
| Delivery Date(s)                                                                                                                                                                                                                            | From |                        | To |  |
| Contract Value                                                                                                                                                                                                                              |      | Period value refers to |    |  |
| Detailed description                                                                                                                                                                                                                        |      |                        |    |  |
| Taking account of the features of the contract / scope of the framework agreement, please provide information in relation to the following, demonstrating comparability with the contract / framework being awarded under this procurement: |      |                        |    |  |
| Precise services supplied and how the contract is managed                                                                                                                                                                                   |      |                        |    |  |
| Details of delivery schedules offered to the client                                                                                                                                                                                         |      |                        |    |  |
| Any other relevant information                                                                                                                                                                                                              |      |                        |    |  |
|                                                                                                                                                                                                                                             |      |                        |    |  |

| Reference Contract #3                                                                                                                                                                                                                       |      |                        |    |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|------------------------|----|--|
| Customer Name                                                                                                                                                                                                                               |      |                        |    |  |
| Contact Name                                                                                                                                                                                                                                |      |                        |    |  |
| Contact Number                                                                                                                                                                                                                              |      |                        |    |  |
| Delivery Date(s)                                                                                                                                                                                                                            | From |                        | To |  |
| Contract Value                                                                                                                                                                                                                              |      | Period value refers to |    |  |
| Detailed description                                                                                                                                                                                                                        |      |                        |    |  |
| Taking account of the features of the contract / scope of the framework agreement, please provide information in relation to the following, demonstrating comparability with the contract / framework being awarded under this procurement: |      |                        |    |  |
| Precise services supplied and how the contract is managed                                                                                                                                                                                   |      |                        |    |  |
| Details of delivery schedules offered to the client                                                                                                                                                                                         |      |                        |    |  |
| Any other relevant information                                                                                                                                                                                                              |      |                        |    |  |
|                                                                                                                                                                                                                                             |      |                        |    |  |

## Health & Safety – Pass/Fail Criteria

|                                                                               |                                      |     |    |  |
|-------------------------------------------------------------------------------|--------------------------------------|-----|----|--|
| Do you comply with the Safety Health & Welfare at Work Act 2005               | Yes                                  |     | No |  |
| Name of Manager responsible for Health and Safety                             |                                      |     |    |  |
| Is it 3 <sup>rd</sup> party certified or managed in-house?                    | 3 <sup>rd</sup> Party Certified      |     |    |  |
|                                                                               | In-House                             |     |    |  |
| If 3 <sup>rd</sup> party certified, please provide the following information: | Date of most recent certification    |     |    |  |
|                                                                               | Scope of Certification               |     |    |  |
|                                                                               | Name of Certification Body           |     |    |  |
|                                                                               | Evidence will be provided on request | Yes |    |  |
|                                                                               |                                      | No  |    |  |



## Quality Assurance – Pass/Fail Criteria

(If applicable)

|                                                                               |                                      |     |    |  |
|-------------------------------------------------------------------------------|--------------------------------------|-----|----|--|
| Do you operate a quality management system?                                   | Yes                                  |     | No |  |
| Name of Manager responsible for Quality                                       |                                      |     |    |  |
| Is it 3 <sup>rd</sup> party certified or in-house?                            | 3 <sup>rd</sup> Party Certified      |     |    |  |
|                                                                               | In-House                             |     |    |  |
| If 3 <sup>rd</sup> party certified, please provide the following information: | Date of most recent certification    |     |    |  |
|                                                                               | Scope of Certification               |     |    |  |
|                                                                               | Name of Certification Body           |     |    |  |
|                                                                               | Evidence will be provided on request | Yes |    |  |
|                                                                               |                                      | No  |    |  |
| If in-house, please provide summary of system:                                |                                      |     |    |  |

## **RESPONSE TO THE AWARD CRITERIA**

## Response to Qualitative Award Criteria

| Criterion A:                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Weighting | Maximum Marks | Minimum Marks Required |
|-------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|---------------|------------------------|
| Title [The Cost Criterion (Lowest Price)] |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           |               |                        |
|                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 100%      | 10,000        | 0                      |
| <b>Instructions</b>                       | <p>The tenderer(s) who has submitted a responsive tender and have passed the selection criteria, met the Specification of Requirements and have submitted a Form of Tender and Pricing Schedule will be considered for admission to the Multi-Party Framework for Mobile Welfare Units. The appointment to the Multi-Party Framework Agreement will be based on lowest price for the Supply and Delivery of Mobile Welfare Units.</p> <p>Tenderers must fully complete and sign the form of tender below. Please refer to the Form of Tender in TRD</p> |           |               |                        |
| <b>Tenderers' Response</b>                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           |               |                        |

Please use this free text page(s) (i.e. don't type in the box) for your response.

## Form of Tender – Services – Cost Criterion A

|       |  |
|-------|--|
| To:   |  |
| From: |  |
| Re:   |  |

I/We have examined the tender documentation and hereby offer to provide the services in accordance with the details contained within the Request for Tender Document.

| FEE                                                                                                                    | Total Fee proposed<br>(Excluding VAT) |  |    |  |
|------------------------------------------------------------------------------------------------------------------------|---------------------------------------|--|----|--|
| Proposed Total Fee for delivery of the Initial Contract outlined in tender document. <i>(To include all expenses).</i> | €                                     |  |    |  |
| Detailed breakdown of costs is attached:                                                                               | YES                                   |  | NO |  |

**DAILY RATES (inclusive of all administrative expenses)****The rates are fixed for the 1<sup>st</sup> year****[All items must be priced]**

| Ref           | Item Description                               | A.<br>Cost per<br>Unit<br>(ex VAT) | B.<br>Notional<br>Units | Vat Rate (%) | C<br>Total<br>Excl. VAT<br>(A x B = C) |
|---------------|------------------------------------------------|------------------------------------|-------------------------|--------------|----------------------------------------|
| 1             | Cost of Supply and Deliver Mobile Welfare Unit | €0                                 | 1 no.                   |              | €0                                     |
| TOTAL TABLE A |                                                |                                    |                         |              | €0                                     |

**Note 1 – Relevant in Frameworks: The figures above are notional volumes and provide no guarantee of work to be awarded under this framework agreement. It is being used purely to enable assessment of the notional cost for the framework agreement and ensure certainty of rates for work under the framework.**

I/We confirm that I/we:

- In relation to daily/hourly fees all rates are inclusive of out of pocket (i.e. mileage, subsistence, phone, postage, etc.) and account / contract management related costs.
- Will keep this offer for the contract / framework open for acceptance by you for a period of 12 months from the date of deadline for submission of Tenders,
- Agree that you are not bound to accept the most economically advantageous or any Tender you may receive,
- **Agree that the rates stated are maximum prices for one year and include for the supply and delivery to the location as per Section 2.3 of the RFT,**
- Have read and thoroughly examined the Tender Document,
- Have read the attached General Terms and Conditions for the Purchase of Services,
- Fully understand the Tender Document and the Client's requirements,
- Undertake to treat the details of this Invitation to Tender, its Tender and any subsequent agreements as private and confidential,
- Acknowledge that acceptance by the Contracting Authority of this tender will not constitute a binding and enforceable agreement and that a legally enforceable agreement will not exist until and unless the contract is awarded / framework agreement has been established between the Contracting Authority and the Tenderer,
- Have availed of all offers for additional information or have otherwise satisfied myself/ourselves as to conditions that may in any manner affect the performance of the contract,
- Have included all elements necessary for the performance of the specified requirements, which are either expressly stated in the Tender Document or contained in any supplementary information or which could reasonably be inferred therefrom,

- Have found no errors, omissions, conflicts or ambiguities in the Tender Document except those which I/We have brought to the attention of the Contracting Authority before the latest date for submitting queries,
- Have included for compliance with all statutory requirements applicable in Ireland and those applicable in any country where parts of the contract may be performed that are in force 7 days prior to the deadline for receipt of Tenders,
- Will not, if awarded a contract employ labour in a manner that is discriminatory in relation to gender, race, religious beliefs, age etc.
- Agree that as a condition of award, it shall be our sole responsibility to fulfil the obligations under the Contract, notwithstanding any changes in circulars, laws, regulations, taxation, duties or other factors which might arise following the withdrawal of the United Kingdom from membership of the EU.

|                                   |  |              |  |
|-----------------------------------|--|--------------|--|
| <b>Signed:</b>                    |  |              |  |
| <b>Name (in Capital Letters):</b> |  |              |  |
| <b>On behalf of:</b>              |  |              |  |
| <b>Address:</b>                   |  |              |  |
| <b>Telephone:</b>                 |  | <b>Fax:</b>  |  |
| <b>Email:</b>                     |  | <b>Date:</b> |  |