

Additional Information – Dublin City Council

1. Suppliers must register their interest on the Irish Government procurement opportunities portal www.etenders.gov.ie in order to be included on the mailing list for clarifications.

2. Please note that all information relating to attachments, including clarifications & changes, will be published on www.etenders.gov.ie only. Registration is free of charge. DCC will not accept responsibility for information relayed (or not relayed) via third parties.

3. Submission information:

- Submissions must be sent via the eTenders website (CfT ID: **7687661**), online tender facility ONLY.
- Tenders submitted by any other means (including but not limited to by email, fax, post or hand delivery) will NOT be accepted
- Please note that the eTenders electronic tender facility closes at the stated date and time precisely. It is the responsibility of Applicants / Tenderers to use the tender facility correctly, which includes taking responsibility for the safe and timely delivery of the tender.
- Please ensure that you allow adequate time for uploading your documentation.
- Should you experience difficulty when uploading documents or have any queries regarding the tender submission, please contact eTenders directly via phone +353 818001459 Email irish-eproc-helpdesk@eurodyn.com or select 'Contact Us' on the home page.
- The Contracting Authority will not be responsible if an economic operator fails to upload their documentation or if the uploaded file(s) is/are corrupted and cannot be read by Dublin City Council.
 - In order to facilitate assessment, Applicants / Tenderers are kindly requested to submit a single attachment inclusive of the completed questionnaire(s)/ tender(s) and all related appendices.
 - In order to download all documents associated with a particular Call for Tender, Economic Operators must express an interest in the Call for Tender by associating a user from your organisation with the CfT.

4. Economic Operators should note the following when making their submission:

- In order to submit a document to the electronic tender facility you must first accept the agreement for a Call for Tender and confirm the validity of your user details.
- This will launch the online Tender Preparation Tool where you can create your tender online and prepare your tender response for submission.
- There is a maximum upload limit of 100MB per tender submission.
- After submitting a response, the response may be modified and re-submitted as many times as may be necessary until the CfT deadline has expired.
- The 'Submit' button will be disabled automatically upon the expiration of the response deadline.

5. All queries must be submitted through the messaging facility on www.etenders.gov.ie. Resource ID:7687661 and must be in question format. Responses will be circulated to those that have registered an interest in this notice on www.etenders.gov.ie. The details of the party making the query will not be disclosed when circulating the response. All queries must be submitted by 12 noon 18th March 2026 to enable issue of responses to all interested parties.

6. Refer to document 'Additional Information' available to download from www.etenders.gov.ie using Resource ID 7687661 for further information.