TENDER SUBMISSION CHECKLIST

The following tender documents **MUST** be included in the tenderer's tender submission bid:

1 Completed, dated and signed Form of Tender and Schedule.

2 Completed and signed Pricing Document.
a) Excel and PDF copy to be submitted.

3 Fully complete Technical Merit (Quality) Criteria Responses as per Instructions to Tenderers (ITTs).
a) Criterion A
b) Criterion B
c) Criterion C
d) Criterion D

4 Suitability Assessment Questionnaire
a) Responses required to each criterion marked as "Evidence Required" in the **QW2 - Part 1** Form.
b) Only 1nr completed and signed **QW - Part 2** Form required for all criteria marked as "Declaration Required" in the QW2 - Part 1 form.
c) Completed and signed Appendix A - Applicants Self Declaration Form**.**

****It is the responsibility of the tenderer to ensure all required documetation is included in their tender bid and submitted on time on etenders.**

****Failure to provide the above listed documentation will deem the tenderer's tender submission non-compliant and will be excluded from consideration.**

Tenderers must ensure that they give themselves sufficient time to upload and submit all required tender documentation before the Tender Deadline.
Tenderers should take into account the fact that upload speeds vary.
Tenderers should take into account the file size upload limits as specified on the eTenders response page.

It is the responsibility of Tenderers to use the postbox correctly, including responsibility for the timely upload of tender documents. Please refer ALL postbox submission queries to eTenders directly (+353 21 243 9277).