



Dún Laoghaire-Rathdown County Council

Request to Participate in Competitive Dialogue
DESCRIPTIVE DOCUMENT

June 2026

DOCUMENT CONTROL

Dún Laoghaire-Rathdown County Council

Stage	Name	Position	Date
Prepared	Marin Danciu	Senior Executive Engineer	02.06.2026
Verified	Dermot Grogan	Senior Executive Engineer	03.06.2026
Recommended	Lei Jiang	Senior Engineer	04.06.2026
Approved	Gerard O’Sullivan	Director of Housing	05.06.2026

Contracting Authority:
Dún Laoghaire-Rathdown County Council

Address:
Housing Department
County Hall
Marine Road
Dun Laoghaire
Co. Dublin
A96 K6C9

DESCRIPTIVE DOCUMENT Contents

SECTION 1.0 – INTRODUCTION

- 1.1 BACKGROUND
- 1.2 THE PROCUREMENT PROCESS
- 1.3 SCOPE, OBJECTIVES AND REQUIREMENTS
- 1.4 SITE SUITABILITY
- 1.5 PLANNING AND DESIGN
- 1.6 PRE-CONTRACT FINANCING OF PROJECT DEVELOPMENT AND PLANNING
- 1.7 CONTRACTS AND INSURANCES FOR SITE ACQUISITION AND WORKS

SECTION 2.0 – TERMS OF REFERENCE

SECTION 3.0 – INSTRUCTIONS TO CANDIDATES FOR PARTICIPATION

- 3.1 SUBMISSION TO PARTICIPATE IN COMPETITIVE DIALOGUE
- 3.2 SUITABILITY ASSESSMENT QUESTIONNAIRE (SAQ)
- 3.3 SELECTION CRITERIA FOR THE SAQ
- 3.4 GENERAL INSTRUCTIONS

SECTION 4.0 – ASSESSMENT AND AWARD CRITERIA

- 4.1 ASSESSMENT AND AWARD CRITERIA

SECTION 5.0 – CALL FOR FINAL TENDERS

- 5.1 CALL FOR FINAL TENDERS – INVITATION TO SUBMIT A TENDER (IST)

SECTION 6.0 – INDICATIVE TIMELINE

- 6.1 PROPOSALS WITH PLANNING PERMISSION
- 6.2 PROPOSALS WITHOUT PLANNING PERMISSION

Competitive Dialogue Procedure

SECTION 1.0 — INTRODUCTION

1.1 BACKGROUND

- 1.1.1 Dún Laoghaire-Rathdown County Council (“**the Council**”) invites responses from economic operators (“**the Candidates**”) to participate in this procurement process.
- 1.1.2 The Government’s new programme *Delivering Homes, Building Communities 2025-2030* aims to speed up the delivery of homes. The plan targets the construction of 300,000 homes, including 72,000 social homes and 90,000 affordable housing supports. There are significant targets to be delivered in Dún Laoghaire-Rathdown County. The Council proposes to deliver social housing, affordable purchase, cost rental and mixed tenure housing developments, and invites proposals from Candidates that can deliver such projects, to include new build construction, conversion of existing buildings, or a project which forms part of a larger development.
- 1.1.3 This document provides information about the scope and objectives of this procurement process, the Council’s requirements, and sets the terms for participation in the process.
- 1.1.4 Candidates’ attention is specifically drawn to **SECTION 2.0 TERMS OF REFERENCE** of this Descriptive Document.
- 1.1.5 It is not possible to estimate at this stage either the total number of housing units which will be developed as part of this process, or their total value. While these figures depend massively on the number and the nature of the proposals that will be received and assessed as suitable, it is anticipated it will be well in excess of the EU-wide advertising threshold.

1.2 THE PROCUREMENT PROCESS

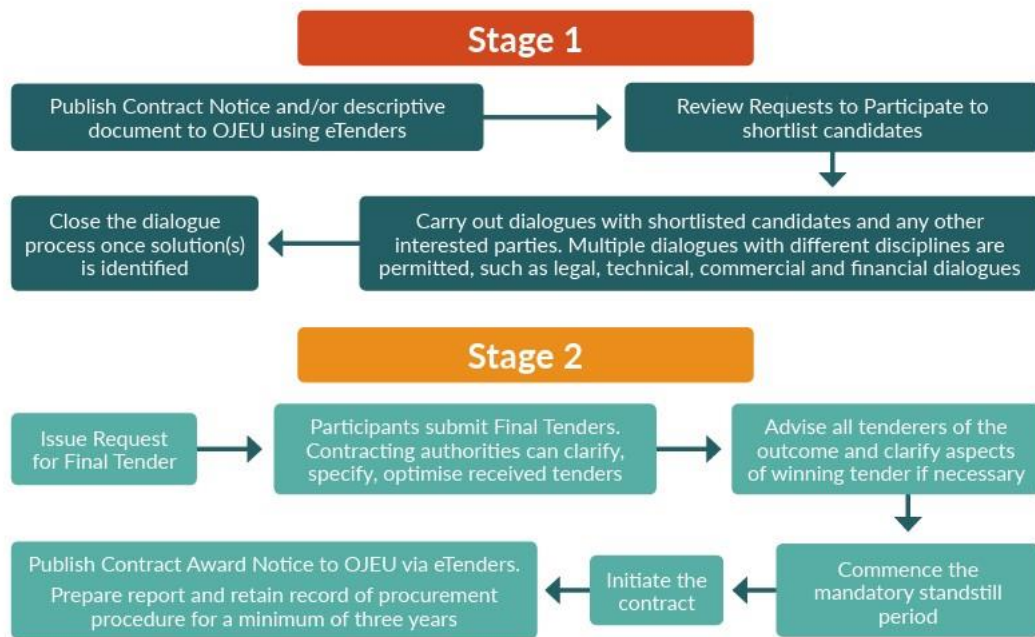
- 1.2.1 The Council, through a Competitive Dialogue procedure, as specified in Article 30 of Directive 2014/24/EU on public procurement, wishes to identify suitable Candidates to contribute to the delivery of the *Dún Laoghaire-Rathdown Housing Programme*. It is not possible to identify definitive solutions at this stage as there is a number of legal and financial aspects which can only be specified by taking account of the particular features of the location of each housing site and the relevant stakeholders. Through the Competitive Dialogue procedure the Council wishes to engage with Candidates to identify and define the best means suited to meeting its requirements whether by means of solutions such as the:
- provision of suitable sites, carrying out design and obtaining appropriate planning permissions in partnership with the Council and delivery of housing projects on selected sites
 - delivery of housing projects to be ready for occupation by residents under a parallel Land Purchase Agreement and a Project (Development) Agreement with the Council
 - completion and transfer of suitable existing unfinished housing projects
 - provision of suitable sites with valid planning permission for a housing development and delivery of such a development
 - delivery of additional units in existing housing projects
 - delivery and transfer of suitably refurbished housing
 - conversion of existing residential, non-residential, commercial, and industrial buildings to deliver suitable housing.
- 1.2.2 The types of solutions that will be considered under this process are listed below, although this is a non-exhaustive list:

- Provide site **with** planning permission, construct and deliver housing units. This can also be a section of a larger project
- Provide site, **obtain** planning permission, construct and deliver housing units. This can also be a section of a larger project
- Provide site **with** partially finished housing units, to finish out and deliver the project
- Provide site **with** existing housing units requiring refurbishment, to finish out and deliver the project
- Provide site **with** existing residential zoning, or residential mixed with non-residential zoning, or existing commercial or industrial buildings, to convert into housing units.

If the Candidates are submitting proposals for sites without planning permission, then those sites, according to the County Development Plan and to its instruments, shall be deemed to have a reasonable chance to receive planning permission for residential housing, entirely or mixed with other planning forms, within a reasonable period of time.

- 1.2.3 As several different solutions might be suitable for satisfying the Council's housing targets, the submissions received under this procurement process might be divided into a number of categories, referred to as "**Lots**" (see below). Candidates may submit any number of proposed projects or/and different sites but each submission will be considered in its own right, and will be assigned to only one Lot. An individual submission must be made for each and every proposed housing project.
- 1.2.4 The Council will, as part of the Suitability Assessment Questionnaire assessment process, determine the allocation of a solution to a **Lot**, based on a variety of criteria, for example if the application is for a site with or without planning permission, or/and based on the number of units approximated to yield, or the housing necessities in the entire County or in a specific area, or other more specific criteria. Lots are indicative only and may be adjusted or changed, or reshuffled during the Competitive Dialogue process, while the change and the rationality of it will be announced and explained at the time of the change. Each Lot will follow its procurement process as described down below.
- 1.2.5 The Competitive Dialogue procedure, in line with the Government of Ireland publication "Public Procurement Guidelines for Goods and Services – Version 3 – issued October 2023 (last update 15 April 2025), pages 34-35, available from www.gov.ie, the procurement process is intended to take place in two (2) Stages, as illustrated below.

COMPETITIVE DIALOGUE



Stage 1 – Publish Notice, Assessment, Shortlisting, Dialogue, Close of Dialogue

Shortlisting

- Eligibility check based on the Suitability Assessment Questionnaire
- Evaluate submissions of request to participate in the Dialogue
- Shortlist the candidates to participate in Dialogue
- Send out the Invitations to Participate in the Dialogue (ITPD).
- The ITPD will ask the short listed Candidates to provide further information concerning the proposed project
- The ITPD will further explain the Dialogue process, including more details on the award criteria if the case.

The Dialogue

- The Dialogue will be “without prejudice”
- It is anticipated that the Dialogue will be carried out in successive stages and that the number of Candidates will reduce through the Dialogue Phase. Some Candidates might be told that their proposals do not look feasible, for the reason of the cost proposed or the specification proposed, or for other reasons as applicable, and for these reasons their continuing assessment will not rate high enough. Some Candidates may elect to decline interest in pursuing their proposal with the Council
- It is envisaged that, where applicable, related designs and development planning applications (see below) will be undertaken by Candidates during the Dialogue
- Before the Dialogue can be concluded, the Candidate must have planning permission for the intended project, while the intended project must have DHLGH approval and the funding be approved in principle, and other associated considerations might need to be met
- Close the Dialogue with a particular Candidate or an entire Lot.

Stage 2 – Final Tender to Contract Award

Call for Final Tenders – Invitation to Submit a Tender (IST)

- The Candidates with whom the Dialogue was successfully completed – having agreed a solution

in terms of price and specification and other contractual terms, having mutual trust that they could enter a Contract with the Council – will be issued with an Invitation to Submit a Tender (IST)

- The Candidates will complete and return the Tender, as agreed in negotiations
- The Final Tender will be assessed internally by the Council. The assessment will result in a total score
- An external Evaluation Panel will assemble to validate the assessment
- If the assessment is validated, the Candidates will be informed of the result of their Tender
- A stand-still period will be observed.

The Contract Award

- The Council will finalise the funding approvals
- If the Council has received funding for a number of projects successful at a time, the offer to sign Contracts will be made in decreasing order of the score received by each Candidate's Tender
- The final version of the Contract documents will be presented to the successful Candidates
- The Contract(s) will be signed
- A Contract Award Notice (CAN) will be published.

Information about the assessment and award criteria is set out in **SECTION 4.0**.

1.3 SCOPE, OBJECTIVES AND REQUIREMENTS

- 1.3.1 All projects under this Competitive Dialogue will be subject to approval and capital appraisal by the Department of Housing, Local Government and Heritage (DHLGH) and its Housing Advisory Unit (Architects and Quantity Surveyors) with regard to the technical and cost requirements. This will involve an application for funding from a public funding programme, within which the proposed project may or may not be funded.
- 1.3.2 All Candidates will be required, at appropriate stages during the Dialogue, to address in their proposals all aspects which will enable the appraisal, planning, procurement and implementation to be reviewed by the Council and the DHLGH.

1.4 SITE SUITABILITY

- 1.4.1 Candidates, in submitting their responses to the Suitability Assessment Questionnaire, are required to provide satisfactory information regarding their ability to provide a suitable site or sites, to enable the suitability be assessed by the Council.

Candidates, before the close of the Dialogue, will be required to demonstrate route to title by having either ownership of the site or sufficient legal capability to acquire the site and to obtain the relevant statutory ownership proofs or consents and comply with/complete their other obligations under the proposed contract in relation to transfer of assets (i.e. lands and/or buildings, etc.) to the Council.

- 1.4.2 The suitability of the proposed site in relation to the Council's housing needs and the ability of the Candidate to deliver the site will be assessed against the criteria set out in the Suitability Assessment Questionnaire.
- 1.4.3 It is a mandatory requirement that the site is assessed as suitable in order for the Candidate to be shortlisted for entering the Dialogue. During the Dialogue, the site suitability will be further assessed on a more detailed criteria, as set out in **SECTION 4.0**.

1.5 PLANNING AND DESIGN

- 1.5.1 Some proposals without planning permission, or where a change of an existing planning permission is proposed, may be considered suitable to seek planning consent through the Part 8 process. Where Candidates have appropriate sites that currently do not have the benefit of appropriate designs or

planning permissions for housing development, Candidates may compete to work in liaison with the Council to design a suitable project for a site in question. Developments by the Council or in partnership with others, within the functional area of the Council, require planning consent as per Part 8 of the Planning and Development Regulations 2001 (as amended). The Council is obliged to comply with certain minimum requirements as per Articles 81 and 82 of these Regulations which include a public consultation process as set out therein. A report would be presented to the members of the Council taking into account submissions and observations received. The report must contain a list of the names of those who made submissions and observations with a summary of the points made and the Council's response. Arising from consideration of the submissions and observations, the report will set out whether or not it is proposed to proceed as originally planned or with a modified proposal.

- 1.5.2 During the Dialogue, submissions or renewed proposals will be assessed by the Council to determine the overall suitability of any proposal, with particular attention being paid to its financial and technical merits, in addition to an assessment of the potential complexity of any legal agreements. Detailed technical and housing management assessments of proposals will be carried out by the Council with regard to site conditions and suitability, general layout, long term maintenance, costs of ownership/occupation, life-long living and access considerations, structural condition, compliance with Council's County Development Plan 2022-2028 and any relevant Local Area Plans (LAP) or Strategic Development Zone (SDZ). The proposals made must comply with the DHLGH (and former DECLG and DHPCLG and DHPLG) guidelines for social housing, most importantly the requirements of the DHLGH's "**Design Manual for Quality Housing**". This manual follows on from and gives graphic representation to the Department's design guidelines as set out in Quality Housing for Sustainable Communities (2007), and provides practical information on how these guidelines may be met. This manual should be read in conjunction with Quality Housing for Sustainable Communities (DECLG, 2007), Design Manual for Urban Roads and Streets (DMURS)(2019), Sustainable Residential Development in Urban Areas (SRDUA)(2009), National Planning Framework – Ireland 2040 Our Plan (NPF)(2018), Design Standards for New Apartments (DSfNA)(2018), Urban Development and Building Height Guidelines (UDBHG)(2018), Sustainable Residential Development and Compact Settlements Guidelines for Planning Authorities (2024), Urban Design Manual (2009), **Employer's Requirements for Detail Design of Quality Housing (ER)(2026)**.
- 1.5.3 The design and the construction of the housing development, in its entirety, and the individual housing buildings, must comply with the **Employer's Requirements for Detail Design of Quality Housing — Revision 2 January 2026**. This document is available from www.gov.ie/publications.
- 1.5.4 As part of Department for Housing, Local Government and Heritage (DHLGH)'s policy, the design of the proposed housing units must make full use of the typical / standard designs included the **Design Manual for Quality Housing** published by the DHLGH, or an acceptable equivalent standardised design approach which the project sponsor can demonstrate to be equally efficient in terms of overall floor areas and specification.
- 1.5.5 It is envisaged that the matters that will be required to be addressed at the Dialogue will include:
 1. Overall acquisition cost and affordability of each housing unit
 2. Delivery time to complete the entire project
 3. Overall suitability of the proposal, the location, design and specification considerations and similar
 4. Planning consent to be obtained where needed
 5. Other matters such as:
 - Cost of ownership, sustainability and maintenance
 - Suitability for lifelong living and access for people with special needs
 - Energy Rating (BER) and particularly energy conservation measures, and the cost of those
 - Type of construction, e.g. traditional masonry, timber frame, MMC or other
 - Landscape treatment, amenity areas and overall environmental impact
 - Compliance with current health and safety statutory requirements
 - Compliance with the relevant requirements of the Building Control Regulations including

compliance with S.I. No. 9 of 2014 Building Control (Amendment) Regulations 2014 and the appointment of Assigned Certifiers and associated conditions

- Insurances and Performance Bond
- Amount of retention monies for a defect liability period
- Arrangements for training and employment of personnel who have been registered on a national unemployment register within the EU for a continuous period of at least 12 months
- Tenure type
- Overall consideration of compliance with all the documents listed above, under the key headings tabulated hereunder:

Socially and Environmentally appropriate
Affordable
Resource Efficient
Safe, Secure and Healthy
Architecturally appropriate
Accessible and adaptable
Durable

1.6 PRE-CONTRACT FINANCING OF PROJECT DEVELOPMENT AND PLANNING

- 1.6.1 Candidates will be required to finance the provision of the site, the complete design and all other matters and outlay necessary to obtain planning consent for their proposal (whether through the Part 8 planning process or otherwise). Candidates will be required to build in the costs of all design, planning approvals and all liaison and queries with the Council and the DHLGH and costs associated with same (which could include professional and legal fees) into their Final Tender price. Candidates need to be aware that they will carry and finance this outlay and risk at entirely their own risk as part of this procurement process.
- 1.6.2 Payments will only be made by the Council to Candidates that have been awarded contracts by the Council. In the IST submission, the Tendered sums should allow for all costs incurred by the Successful Candidate in relation to the specific project, including design, planning costs, legal costs and other relevant professional costs.
- 1.6.3 There will be a constant emphasis on value for money under this procurement process and any contracts resulting from it. From the outset and during the Dialogue, the Council will be monitoring the purchase prices of homes and Candidates will be required to provide proposals with demonstrable value for money to the Council.
- 1.6.4 Planning permission may be applied for in partnership with the Council but will be financed by the Candidate.

1.7 CONTRACTS AND INSURANCES FOR SITE ACQUISITION AND WORKS

- 1.7.1 After Contract Award, the site of each selected project will be required to be transferred in full to the Council with all appropriate rights and easements, including authorised connections to all necessary services and utilities for the housing project. The successful Candidate will be required to enter:
- a) into a contract (land sale agreement) for the transfer of the subject site to the Council, and
 - b) a development agreement (project agreement) detailing that the Successful Candidate will enter into a suitable contract with a suitable contractor for the delivery of the construction project, issue compliance certificates and hand over the fully completed project to the Council's requirements fit for occupation by residents in a manner and time and to a quality standard that will ensure that all stakeholder requirements have been achieved. A suitable contract may not be required where the Successful Candidate is also the suitable contractor.

These contracts (which may be assigned or novated to a nominee of the Council) together with the Successful Candidates' project details, for example, drawings and specifications, and planning conditions will include a clear set of requirements setting out the Council's position on the requirements to include such matters as standards, planning compliance, building regulations, scope, quality, deadlines, a comprehensive Stakeholder Engagement Plan with key stakeholders, security and boundary requirements, services, utilities, energy conservation and sustainability requirements, health and safety and environmental management requirements and assigned certifier obligations. The Council requires outcome cost certainty on all undertakings. A Performance Bond will be required in favour of the Council. All completed units will require at a minimum Certificates of Compliance with Planning Permission and Building Regulations signed by a competent qualified person as well as all other certificates required by Statute. Appropriate insurances as required by the Council will have to be put in place and be maintained to cover all obligations and the completed or partially completed projects, including but not limited to public liability, employer's liability, professional indemnity, construction all risks and property insurance to cover risks relating to the replacement of completed or partially completed works.

- 1.7.2 At the Suitability Assessment stage, only the Candidate's capacity will be assessed to ensure that it meets the minimum requirements set out in the Criteria at SECTION 7.0 of that document. The Candidate is not required at that stage to name its contractor or design team unless the Candidate intends to rely on the resources of the contractor or design team for the purposes of demonstrating its capacity to meet the minimum requirements in the same Criteria. Candidates are required in the Suitability Assessment Questionnaire to provide full details of any such entities that it is relying on to meet the minimum requirements and to provide information and evidence about the contractual arrangements entered into with such entities.

SECTION 2.0 – TERMS OF REFERENCE

- 2.1 The Council is making these documents available to Candidates for the sole purpose of inviting expressions of interest from interested parties. These documents must not be used for any other purpose.
- 2.2 The Council makes no representation, warranty, or undertaking in or in connection with these documents. The Council has not authorised anyone to make any representation in connection with these documents on its behalf, and Candidates should not rely on any representation purportedly made on the Council's behalf in connection with them. Neither the Council nor its officers, employees or advisers will have any liability in connection with these documents. Candidates must make their own assessment of the adequacy, accuracy and completeness of these documents.
- 2.3 The Council reserves the right not to proceed with the procurement process or any part of it and may terminate the process or any part of it at any time, and/or to procure the project by alternative means. If this happens, neither the Council nor its officers, employees, or advisers will be liable to any Candidate or other person. The Council also reserves the right to change any part of these documents, including the procedures and time limits described in them. The Council does not bind itself to accept any outcome of the process described in these documents and is not obliged to enter into a contract with anyone.
- 2.4 Neither the Council nor its officers, employees or advisers have any responsibility for Candidates' costs or losses in connection with this competition. There will be no contract between any Candidate and the Council concerning the subject of these documents unless and until a contract has been entered into.
- 2.5 These documents are being made available to the Candidates on the terms stated in this Descriptive Document. They are not being distributed to the public, and have not been filed, registered, or approved in any jurisdiction. Possession or use of these documents contrary to any law is prohibited. Candidates must inform themselves of and observe all laws concerning the possession and use of these documents.
- 2.6 Candidates must treat these documents, and their participation in this competition as confidential. Candidates must not disclose any information about this competition to anyone other than as required for tendering purposes, or as required by law.

SECTION 3.0 – INSTRUCTIONS TO CANDIDATES FOR PARTICIPATION

3.1 SUBMISSION TO PARTICIPATE IN COMPETITIVE DIALOGUE

Submission Documents

3.1.1 In order to participate in the Competitive Dialogue, Candidates are required to submit:

- A completed **SUITABILITY ASSESSMENT QUESTIONNAIRE** document together with any supporting documentation.

Submissions

3.1.2 Candidates shall complete and send ONE copy of the **SUITABILITY ASSESSMENT QUESTIONNAIRE** (SAQ) document, in PDF format, via the E-tenders Tender Box ONLY available on www.etenders.gov.ie. Submissions delivered by other means will NOT be accepted. The **SAQ** should be signed and dated by the Authorised Representative nominated by each Candidate and submitted by **16:00 hours on Friday 17th July 2026**.

Submissions that are delivered late will not be considered. Candidates are advised to allow ample time for the upload of their submissions before the deadline.

3.1.3 Where Candidates are making submissions for more than one proposed project, an individual submission containing the completed **SAQ** must be submitted for each project. These submissions must be standalone and not rely upon or refer to the contents of other submissions.

3.2 SUITABILITY ASSESSMENT QUESTIONNAIRE (SAQ)

Suitability Assessment Questionnaire Requirements

3.2.1 Candidates are required to complete and provide all of the information requested in the Suitability Assessment Questionnaire.

3.2.2 If a Suitability Assessment Questionnaire submission fails to comply in any respect with the requirements set out in this Descriptive Document or is ambiguous, the Council shall be entitled at its absolute discretion (but shall not be obliged):

- a) to reject the relevant Suitability Assessment Questionnaire submission as non-compliant
- b) without prejudice to the Council's right to reject the Suitability Assessment Questionnaire submission, to meet with, raise issues and/or seek clarification from the Candidate in respect of the relevant Suitability Assessment Questionnaire submission
- c) without prejudice to the Council's right to reject the Suitability Assessment Questionnaire submission, to request the Candidate to provide the Council with information or items which have not been provided or have been provided in an incorrect form
- d) without prejudice to the Council's right to reject the Suitability Assessment Questionnaire submission, to negotiate an amendment and/or change to the relevant Suitability Assessment Questionnaire submission with the Candidate
- e) without prejudice to the Council's right to reject the Suitability Assessment Questionnaire submission, to waive a requirement which, in the opinion of the Council's, is not material and/or is procedural; and/or
- f) without prejudice to the Council's right to reject the Suitability Assessment Questionnaire submission, to amend the relevant requirement of the instructions or the Suitability Assessment Questionnaire and invite the other Candidates to adjust their respective Suitability Assessment

Questionnaire submission on the basis of such revised requirement provided. However, no amendment and/or change to the Council's requirements shall be permitted if, in the opinion of the Council, the amendment and/or change, if accepted, would constitute a material amendment and/or change to the Council's requirements.

3.2.3 The Council may seek clarification of any aspect of the Suitability Assessment Questionnaire submission.

3.3 SELECTION CRITERIA OF THE SAQ

3.3.1 The SELECTION CRITERIA for the assessment of the SAQ are set out in SECTION 7.0 of the SAQ, and will be used to assess if a Candidate's proposal is suitable to be shortlisted.

3.3.2 PASS/FAIL – Where a Candidate is assessed to FAIL against one or more of the relevant Sub-criteria, then the Candidate will not be shortlisted to participate in the Dialogue.

3.3.3 QUALITATIVE ASSESSMENT - Where a Candidate fails to achieve, or exceed, the minimum score, then the Candidate will not be shortlisted to participate in the Dialogue.

3.3.4 The Candidate must submit signed declarations in the form set out in the Appendices of the SAQ that it meets the minimum requirements and that it will provide the required documents evidencing same within seven working days of a request from the Council or as requested in the SAQ.

3.3.5 Alternatively, the Candidate may submit the European Single Procurement Document (ESPD), confirming that it satisfies the minimum suitability assessment requirements and that it will provide the required documents evidencing same within seven working days of a request from the Council, or as requested in the SAQ.

3.3.6 Candidates may submit an ESPD that has already been used in a previous procurement procedure provided that it confirms that:

3.3.6.1 The information contained in the ESPD continues to be correct; and that

3.3.6.2 It satisfies the Suitability Assessment criteria in the SAQ and that it will provide the required documents evidencing same within seven working days of a request from the Council, or as requested in the SAQ.

3.3.7 Candidates must demonstrate that the following mandatory minimum requirements can be met.

MAIN CRITERION	NO.	SUB-CRITERIA	MANDATORY MINIMUM REQUIREMENTS (CANDIDATES MUST SUBMIT THIS INFORMATION. IN THE ABSENCE OF THIS INFORMATION, A CANDIDATE MAY BE EXCLUDED)
Economic and Financial Standing	7.1	Candidate's Business Turnover	Refer to the SAQ document.
	7.2	Audited financial statements/accounts	Refer to the SAQ document.
	7.3	Candidate Tax Clearance	Refer to the SAQ document.
Technical and Professional Ability	7.4	Relevant Candidate experience and track record of Candidate in similar size projects	Refer to the SAQ document.
	7.5	Capacity (Manpower)	Refer to the SAQ document.
	7.6	Health and Safety Competency	Refer to the SAQ document.
	7.7	Capacity (Facilities - Site location and suitability)	Refer to the SAQ document.

3.4 GENERAL INSTRUCTIONS

Consortia or Groupings

- 3.4.1 Submissions may be made by individuals, companies, partnerships, joint ventures, or other types of consortia or groupings. A site or a project may not be proposed or represented more than once. Candidates or groupings may not make multiple submissions in respect of the same site or project, therefore only one submission is permitted per site and project. The identity of each Candidate member of any group and the legal form to be assumed by the Candidate must be advised as part of the Candidate's Suitability Assessment submission. If successful, each Candidate member will be jointly and severally liable to the Council for the fulfilment of the terms of the contract.

Queries

- 3.4.2 All queries or requests for clarification relating to this competition must be submitted electronically, using the e-Tenders website online messaging system, **by the 14th July 2026**. An electronic response may be sent to enquiries received before this time and may be supplied to all parties who have expressed an interest. The Council may at its absolute discretion but shall in no circumstances be obliged to reply to queries received after that date. Enquiries submitted using the e-Tenders website online messaging system should not be considered to have been received by the Council unless acknowledged by the Council within two working days. Verbal queries will not be responded in writing to the person making the query.

Change of Circumstances

- 3.4.3 Candidates must inform the Contracting Authority in writing of any change in control, composition or membership of that Candidate or its consortium members and of any other material change to the Candidate's response to the SAQ. The Contracting Authority reserves the right to disqualify any Candidate from any further participation in the procurement process in these circumstances. Any change in the eligibility of a Candidate must be notified immediately to the Contracting Authority in writing and may result in the Candidate being disqualified from any further participation in the procurement process.
- 3.4.4 Candidates shortlisted to participate in the Dialogue may, during the Dialogue, be required to update the financial information used for suitability at the time of submitting their SAQ, to confirm their financial position and to verify the information provided. If there is a change in the financial position that could affect the Council's assessment of the suitability of the Candidate, the Council may revise its assessment of the Candidate and may disqualify it from further participation in the procurement process.

Conflict of Interest

- 3.4.5 The Candidate must disclose to the Council any conflict of interest or potential conflict of interest on the part of a Candidate or any of its personnel or any involvement it has or has had with the Council, as soon as it becomes apparent to the Candidate. The Council shall at its sole discretion decide on the appropriate course of action.

Exclusion Criteria – Personal Circumstances

- 3.4.6 A Candidate shall be excluded if it has been convicted of an offence involving participation in a proscribed criminal organisation or corruption or fraud or money laundering. Candidates, or if the Candidate consists of a grouping acting in joint venture or consortium then all Candidate members shall submit a Declaration in the form set out at **Appendix F** (of the SAQ) confirming that the exclusion circumstances listed in Regulation 57 European Union (Award Of Public Authority Contracts) Regulations 2016 (S.I. No. 284 of 2016) do not apply.
- 3.4.7 Alternatively, Candidates may submit the European Single Procurement Document (ESPD). Where a

Candidate consists of a grouping acting in joint venture or consortium then all Candidate members must submit an ESPD. Candidates may submit an ESPD that has already been used in a previous procurement procedure provided that they confirm that the information contained in the ESPD continues to be correct.

Candidate's Expenses

- 3.4.8 All costs associated with this procurement and tendering process are to be borne fully by the Candidate and/or Candidate members. The Council shall not be liable for any costs, regardless of the conduct, duration or outcome of the process.

Attendance at Interview

- 3.4.9 Applicants may be required to attend an interview or provide additional information as part of the suitability assessment process. Candidates have no right to an interview.

Language

- 3.4.10 All the information requested must be submitted in the English language.

Right to Terminate the Suitability and Competitive Dialogue Process

- 3.4.11 In accordance with the procurement regulations, the Council does not bind itself to accept any Candidate, nor to assign any reason for the rejection/disqualification of any Candidate, as appropriate. It reserves the right to annul the Suitability and/or Competitive Dialogue process and reject all Candidates at any time prior to contract award, without thereby incurring any liability to the affected Candidate or Candidates or any obligation to inform the Candidate or Candidates affected of the grounds for this action.

Collusion and Canvassing

- 3.4.12 Any attempt by a Candidate or its appointed advisors to unfairly influence the conduct or outcome of the procurement process in any way may result in the Candidate being disqualified.
- 3.4.13 In addition, direct or indirect canvassing by a Candidate or its appointed advisors of any elected member, officer, employee, advisor or agent of the Council in relation to this competition or any attempt to obtain information from any elected member, officer, employee, advisor or agent of the Council in relation to any other Candidate will result in disqualification.

Publicity

- 3.4.14 Candidates shall note that no publicity regarding the competition will be permitted unless and until the Council has given express written consent to the relevant communication. In particular, no statements should be made to the press or other similar organisations regarding the nature of any submission, its content or any proposals relating thereto without prior written consent.
- 3.4.15 The Council shall have the right to publicise or otherwise disclose to any third party, information in relation to the proposed projects, the nomination of the shortlisted Candidates (including details of their respective members, representative, advisors, consultants, subcontractors, servants or agents), the selection of the Preferred Candidate, the procurement process or the award of contract at any time.

Under the Terms Expressed in this Document, The Council reserves the right to:

3.4.16

- a) Amend the scope and value or any other details of the contract tendered in which event the project will be tendered to those shortlisted Candidates who are considered to be capable of undertaking the project as amended
- b) Reject or accept any application
- c) To amend or otherwise change the Suitability process (including the timetable) or to terminate the process (or any part thereof) and reject all applications and the Council shall not thereby be responsible for any costs incurred by Candidates
- d) To change the basis of and procedures for the bidding process and/or to procure the housing development by alternative means if it appears that that can be thereby more advantageously procured
- e) To negotiate with any or all Candidate(s) who successfully pre-qualify
- f) Disqualify any Candidate invited to tender if any Candidate member or key subcontractor withdraws from the consortium.

3.4.17 The Council shall neither be liable for any such actions nor be under any obligation to give advance notice of such actions nor to inform a Candidate of the reason for them (unless so required by law and without liability to the Candidate members), save where the Council rejects any submission the Council shall inform the Candidate of the grounds for such rejection.

Freedom of Information Act 2014

3.4.18 Candidates should be aware that under the Freedom of Information Act 2014, information provided by them during this competition may be liable to be disclosed. If Candidates consider that certain information is not to be disclosed because of its commercial sensitivity, they should, when providing the information, clearly identify same and specify reasons for its commercial sensitivity.

3.4.19 The Council will, where possible, consult with Candidates about such sensitive information where identified before making a decision on any Freedom of Information request received.

3.4.20 In the event that the Council decides to release particular information relating to Candidates, the Candidates will have the option of appealing the Council's decision to the Information Commissioner.

3.4.21 Please note that in the event that such information is not identified by Candidates as sensitive, with supporting reasons, it may be released in response to a request under the Freedom of Information Act.

SECTION 4.0 – ASSESSMENT AND AWARD CRITERIA

4.1 ASSESSMENT AND AWARD CRITERIA

The Assessment and Award Criteria from ITPD throughout the rest of the procurement process are set out in the table below. The Council reserves the right to introduce sub-sub-criteria. The exact details will be stated in the Invitation to Participate in the Dialogue (ITPD) and the Invitation to Submit a Tender (IST). The Council is not bound to accept or reject any specific number of Tenders.

The Contracts resulted from this procurement process will be awarded on the basis of the Most Economically Advantageous Tender (MEAT), following the criteria below, and subject to DHLGH funding approval and, where applicable, funding approval from other funding routes.

CRITERIA	SUB-CRITERIA		Marks
A. Legal and Contractual	A.1	Legality of Site Ownership Candidates will be required to submit Proof of site ownership by Candidate, or by third party and acquisition agreements where applicable, title issues, or similar.	Pass / Fail *3
B. Planning Technical Architecture Infrastructure Standards Sustainability Innovation Refer to Section 1.5.2	B.1	Suitability of the Proposed Site and deliverability of Planning Permission B.1 is Only for applications without Planning Permission*1 As examples, Candidates will be required to submit information including but not limited to: –Location & Traffic access –Existing site condition –Flood zone, SuDS –Proximity to transport and amenities –Design & response to context –Site connectivity, permeability & Inclusivity (part M) –Quality & location of Public Realm –Unit Mix & incorporation of Universal Design principles.	Pass / Fail *3
	B.2	Architecture and Urban Design – Quality of urban design, context/approach to acceptable design principles, accessibility, traffic calming, private/public open spaces As examples, Candidates will be required to submit information including but not limited to: –Location & Traffic access –Proximity to transport and amenities –Design & response to context –Site connectivity, permeability & Inclusivity (part M) –Quality & location of Public Realm –Unit Mix & incorporation of Universal Design principle –Scheme Distinctiveness –Street animation, Active frontage & Passive Surveillance –Privacy & Defensive Space –Parking Strategy & compliance with CDP parking policies	130 max.

		–Maintenance & Management Plan for proposed Tenure , to include operational waste management plan.	
	B.3	Quality Standards, Specifications, Energy efficiency, Building Regulations, Running costs, Safety and security As examples, Candidates will be required to submit information including but not limited to: –Near-Zero / NZEB – how the building achieves very low energy demand, significant renewable contribution, high airtightness and fabric performance –Maintenance / service plan for proposed building systems –Quality of material specification proposed from requested specification list.	120 max.
	B.4	Overall Project Sustainability As examples, Candidates will be required to submit information including but not limited to: –Sustainable Design, Efficient use of land, retention of existing green infrastructure –Material Durability, implementing construction best practices and long-lasting, proposing repairable materials and materials from renewable sources –Waste Reduction, building adaptive structures –Indoor Air Quality, good ventilation and filtered HVAC systems –Nature-based solutions for managing rainwater –Carbon analysis.	50 max.
	B.5	Innovation As examples, Candidates will be required to submit information including but not limited to: –Modern Methods of Construction (MMC) –Rapid Delivery –Innovative Building Materials.	50 max
C. Financial, Commercial	C.1	Total overall all-in project delivery price – bench marked* 2	350 max.
	C.2	Site price – bench marked	200 max.
D. Commitment, Deliverability	D.1	Extent to which bidder is committed, deliverability of project	40 max.
	D.2	Acceptability of risk transfer	30 max.
	D.3	Acceptability of contract documents – Performance Bond, Collateral Warranties, Project Agreement, and similar	30 max.

TOTAL marks 1,000

NOTE *1: All Criteria will apply during the Dialogue from ITPD to the IST, except for criterion B1. which will apply only for the pre-planning stage of applications without planning permission.

NOTE *2: The total price associated directly or indirectly with the Design and Construction of the proposed project, including the price of the site.

NOTE *3: A Fail (during the Dialogue) means the Candidate cannot be offered an IST until it achieves a Pass.

SECTION 5.0 – CALL FOR FINAL TENDERS

5.1 CALL FOR FINAL TENDERS – INVITATION TO SUBMIT A TENDER (IST)

As a function of several factors, including the progress made in the Dialogue with some of the Candidates, the Council may decide to issue a *Call for Final Tenders*, known as an **Invitation to Submit a Tender (IST)**, to those Candidates with more advanced proposals, and after a mutual agreement has been reached with those Candidates, while continuing the Competitive Dialogue with other Candidates.

Before the successful close of the Dialogue, Candidates will need to have obtained planning permission for the proposed projects. Candidates cannot be offered an IST for proposed projects without planning permission.

SECTION 6.0 – INDICATIVE TIMELINE

6.1 PROPOSALS WITH PLANNING PERMISSION

1.	Contract Notice and Suitability Assessment	Notice issued: 5 th June 2026 RESPONSE DEADLINE: 16:00 hours on 17th July 2026
2	Issue of ITPD to shortlisted Candidates to commence the Dialogue Phase	September 2026
3	ITPD response: First submission of proposed solutions	October 2026
4	Continuation of Dialogue: Further submissions by the Candidate and continuing assessment by the Council	Between the above and below dates
5	Close of Dialogue (with advanced proposals)	February 2027
6	Issue of the Invitation to Submit a (Final) Tender (IST)	March 2027
7	Submission of IST	April 2027
8	Signing of Contracts	May 2027, potentially earlier

6.2 PROPOSALS WITHOUT PLANNING PERMISSION

1.	Contract Notice and Suitability Assessment	Notice issued: 5 th June 2026 RESPONSE DEADLINE: 16:00 hours on 17th July 2026
2	Issue of ITPD to shortlisted Candidates to commence the Dialogue Phase	September 2026
3	ITPD response: First submission of proposed solutions	October 2026
4	Continuation of Dialogue: Further submissions by the Candidate and continuing assessment by the Council. Preparation of Planning documents	Between the above and below dates
5	Part 8 Planning Process	February 2027 – June 2027
6	Close of Dialogue	June 2027
7	Issue of the Invitation to Submit a (Final) Tender (IST)	July 2027
8	Submission of IST	August 2027
9	Signing of Contracts	September 2027, potentially earlier

END OF DOCUMENT