MODULE GROUP

VOLUME A.3
Prequalification Doc

Client:
Tuath Housing Association

Property Address:
Castleforbes Square,
North wall,
Dublin 2

Version: A
Ref: SH/BMCC - 25160
Date: 13th June 2026

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Contents

1.0 INTRODUCTION

2.0 INSTRUCTIONS TO TENDERERS

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1. Introduction

Tuath Housing Association (Contracting Authority) under public procurement guidelines have chosen to appoint a suitably qualified contractor to complete a programme of fire compliance works via the open tendering procedure advertised via the E-tender portal. The works will entail the following.

1. Fire Compartmentation Works including fire stopping of service penetrations
2. Upgrade to the fire detection and alarm system
3. Remedial / replacement of fire doors were deemed necessary

At Castleforbes Square, North Wall, Dublin 1.

The successful tender will be required to maintain comprehensive records of all activities carried out.

If for any reason, it is not possible to award the contract to the designated successful tenderer emerging from this competitive process; The Contracting Authority reserves the right to establish the contract with the next highest scoring tenderer on the basis of the terms advertised at any time during the tender validity period. This shall be without prejudice to the right of the Contracting Authority to cancel this competitive process and/or initiate a new contract award procedure at its sole discretion.

The Contracting Authority has chosen the open procurement procedure, and Mr. Shane Hynes as its Employer Representative and Contact Point for this competition.

Any conflict of interest or potential conflict of interest must be disclosed in writing to the Contact Point as soon as such conflict or potential conflict becomes apparent. If any conflict occurs or potential conflict of interest, the Contracting Authority will, in its absolute discretion, decide on the appropriate course of action.

The tenderer will bear all costs in the preparation and submission of the Tender, and other actions mentioned or implied in the ITT. The Contracting Authority will not be responsible or liable for such costs, regardless of the conduct or outcome of the tendering process.

The Contracting Authority reserves the right to accept or reject any tender, or to annul the tendering process and reject all tenders, incurring no liability to any tenderers.

Where reference is made in the Tender Documents to any source, origin, patent, process, trademark, brand name, standard or norm, such reference will, on every occasion, be accompanied by the words “or equivalent”.

2. Instruction to Tenderers

Tender Documents

Tenderers are required to supply, install, commission and certification for

1. New Fire Door Assemblies
2. Upgrade of Existing Fire door assemblies; and
3. Fire Stopping/Upgrading of Fire walls and Fire Sealing of Service Penetrations

The Pricing Schedule in Volume will ask the tenderers to provide a price for:

1. The Works (which include the project supervisor construction stage ("PSCS") within the meaning of the Safety, Health and Welfare at Work (Construction) Regulations, 2013 (as amended).
2. Fully completed Schedule of Rates for the Project

The Price for the Works and the Rates (the "Rates") within the Schedule of Rates will be fixed and will not be subject to any price adjustment or escalation formula to reflect variations in currency, exchange rates, taxation, cost of labour, materials, overheads and any other expense and will cover the entire cost of the provision of the works falling under the Works and Rates respectively over the term of the contract.

Tenderers should note that the Contracting Authority may, in its absolute discretion, direct that element of the Works be omitted from any Contract awarded. Any such omission will not give rise to any claim by the tenderer for additional cost, or for loss of profit, loss of contracts or other similar losses. The Price payable will be adjusted pro rata to take account of any element of the Works so omitted.

The Contracting Authority may, at its discretion, instruct the successful Tenderer to carry out additional work on foot of the rates in the Schedule of Rates. These rates are firm and fixed and are not subject to any price adjustment or escalation formula to reflect variations in currency, exchange rates, taxation, cost of labour, materials, overheads and any other expense and will cover the entire cost of the provision of the service.

Where, in any case the successful Tenderer is liable to make any payment to the Contracting Authority under the Contract or otherwise, the Contracting Authority may set off any such payments due to it against any fees due by the Contracting Authority to the successful service provider.

The Tender Return Date

1. The Tender will be submitted via extenders on Monday 15th 2026 (the "Tender Return Date").
2. Last date for clarifications/queries shall be 12pm Friday 26th June 2026.
3. Site Inspection will be held on Monday 22nd June 2026. Failure to attend will deem your tender submission invalid.

Tender Validity Period

1. By submitting its tender, the tenderer acknowledges and irrevocably accepts that its tender will remain valid for a period of 6 months from the Tender Return Date (the "Tender Validity Period"). Prior to the expiry of this period, the Contracting Authority may by written notice request the tenderer to extend the Tender Validity Period.

Submission of the Tender

1. Tenders must be submitted electronically via the etenders. Only Tenders submitted via e-tender portal will be accepted. Tenders submitted by any other means will NOT be accepted.
2. Tenderers must ensure that they give themselves sufficient time to upload and submit all required tender documentation before the Tender Deadline.

Tender Opening

1. At tender opening, tenders will first be checked on their formal compliance with the Pass/Fail criteria outlined in Section 1 and all completed documentation contained within Volume A.3.
2. Only the Tenders that pass the formal requirements will be qualitatively evaluated by the Evaluation Team under the scoring method set out in the tender package.

REGISTERED CONTRACTOR WITH MANUFACTURERS

1. Tenderers must be a member of a recognised registered third-party inspection/ quality scheme or a registered contractor with the manufacturer of the proposed:
    a. Door assemblies; and
    b. Passive service penetration firestopping products.
2. Tenders must submit evidence that it has experience with the manufacturer's installation requirements for both, the proposed new fire door assemblies and passive firestopping products.

MANUFACTURERS GUARANTEE

1. Tenderers are required to provide a manufacturers' warranty regarding both, the New door assemblies; and Passive service penetration firestopping products.
2. The extent of the guarantee and the time cover will be qualitatively evaluated by the evaluation team.

PASS/FAIL CRITERIA

1. Tenderers who do not submit a completed Pricing Schedule in the form set out in Volume C of these Tender Documents (without amendment or qualification) SHALL be excluded from this competition.
2. Tenderers who do not submit confirmation of membership of a recognised registered third-party inspection/quality scheme, of both fire door assemblies and passive firestopping products, or that it is a registered contractor with those manufacturers or that the latter accepts that it has substantial experience in the manufacturer's installation requirements for the proposed works shall be excluded from this competition.
3. Tenderers must confirm all preliminaries to carry out the project are included within the tender package and the schedule of rates, provided for in the pricing schedule or shall be excluded from this competition.
    a. Preliminaries at a minimum shall include:
        i. Amount to complete project management, site establishment, overheads etc. for the duration of the entire contract and individual contracts
        ii. Amount for compliance with current health and safety regulations
        iii. Amount to provide comprehensive programme of works including detailed method statements
        iv. Amount to provide infection control measures whilst undertaking works
        v. Amount for MEWPS access platforms, ladders etc.

4. Tenderers must complete the Qualification Questionnaire contained in Section 1 to this Document. Applicants should note the following conditions:
5. All questions must be completed in full and without reference to other documents or other parts of the Qualification Questionnaire.
6. All questions should be answered with relevance to the subject matter of this competition. For the avoidance of doubt, it is emphasised that the information requested in the Qualification Questionnaire is aimed solely at determining the suitability and choice of Applicants for entry to qualitative marking stage.
7. Where a 'Rule' is associated with a particular criterion, Applicants must satisfy the requirements of the rule in order to remain eligible for consideration in the competition.
8. All financial information should be denominated in euro (€), except where financial information is being provided in a certified or audited supporting document such as a set of financial statements in which case it is sufficient for the information to remain in its original currency.
9. Failure to provide a sufficient level of detail or to explain adequately any relevant matters will result in such data or information not being taken into account during the evaluation process.
10. Applicants are reminded that they may rely on the resources of other entities in order to establish the suitability requirements on condition that they can prove to the satisfaction of the Contracting Authority that they will have these resources at their disposal when necessary.
11. The Contracting Authority is not responsible for and will not pay for any expense or cost incurred or loss suffered by an Applicant in the preparation or submission of its application or otherwise

SECTION 1: QUALIFICATION QUESTIONNAIRE

REF	PASS/FAIL CRITERIA	PASS REQUIREMENT
A1	**Applicant Summary**	Applicants must complete this section. If the Applicant is a grouping, then a separate questionnaire must be completed for each group member.
A2	**Tax Compliance**	**Note**: Applicants are required to complete a Self-Declaration Form **(A5).** Applicants should note that if their Tender is successful, they will be required to provide the evidence that was self-declared prior to contract award. Refer to individual rules regarding members of a grouping.
A3	**Turnover**	
A4	**Insurance**	
A5	**Self-declaration of financial and economic capacity**	Applicant must complete, sign and date this Declaration. Non-compliant Applicants under any of the headings will be automatically disqualified.
A6	**QUALITY ASSURANCE MEASURES**	Applicants must complete this section. If the Applicant is a grouping, then a separate questionnaire must be completed for each group member.

A7 **Declaration of Bona Fides** Applicant must complete, sign and date this Declaration. Non-compliant Applicants under any of the headings will be automatically disqualified.

Section 1A APPLICANT SUMMARY **Weighting: Pass/Fail only** **Pass requirement: Applicants must complete this section.**	
Applicant Name:	
Address:	
Eircode/Postcode:	
Contact Person:	
Position:	
Office Telephone:	
Mobile Telephone:	
Email:	
Website:	
Date of Establishment, if applicable	
VAT Registration No:	
Legal Structure – Company (Ltd), Partnership, Sole Trader, etc.	

Section 2A TAX CLEARANCE CERTIFICATE DECLARED BY SELF-DECLARATION

Weighting: Pass/Fail only

Pass requirement: Applicants must complete the self-declaration (A5) providing information regarding their tax compliance. This applies to all group members.

Section 3A FINANCIAL CAPACITY DECLARED BY SELF-DECLARATION

Weighting: Pass/Fail only

Pass requirement: Applicants must declare in the self-declaration (A5) information regarding their financial standing and viability. The requirements are as follows:

Annual Turnover: Applicants must meet or exceed the specified minimum turnover per annum (Excluding VAT) for each of the three most recent financial years as set out below.

Minimum Turnover Required per annum (Ex. VAT)
€3,000,000.00

Section 4A INSURANCES DECLARED BY SELF-DECLARATION

Weighting: Pass/Fail only

Pass requirement: Applicants should complete the self-declaration (A5) providing information regarding the insurances in place and are asked to note that the following levels will be required for the Applicant being awarded this tender.

Insurance Type	**Required Level**
Public Liability	€6.5m
Product Liability	€6.5m
Employers Liability	€13m

Section 5A SELF DECLARATION OF FINANCIAL AND ECONOMIC CAPACITY			
TAX CLEARANCE	**Please indicate your answer by marking "X" in the relevant box**		
	Yes	**No**	
(A) I confirm being tax complaint with the Irish Revenue Commissioners and that our tax affairs are in order.			
Do you grant The Contracting Authority permission to verify your tax cleared position online via www.revenue.ie?			
Information required using new tax clearance certificate status adopted in 2016			
Applicant Name:			
Applicant PPSN /Tax Reference Number:			
Tax Clearance Access Number (TCAN):			
OR	Registration Number:		
(B) I confirm that I have a Tax Clearance Certificate details as follows:	Number:		
OR Yes (C) I confirm that I currently have applied for a Tax Clearance Certificate that will be made available	**Yes**	**No**	
TURNOVER			
I confirm that we have the requisite turnover applicable to be considered for the framework:			

Year	**2023**	**2022**	**2021**
Turnover	€2m	€2m	€2m

I confirm that I will provide evidence of turnover when requested.	Yes	No

Note 4: In the case of sole traders of partnerships this condition may be satisfied by a letter of confirmation from the principal or senior partner.

INSURANCES

I confirm that we have the following insurances in place:

Insurance Type	Level in Place	Details of Any Excess	Expiry Date
Employers Liability	€	€	
Public Liability	€	€	
Product Liability	€	€	

AND

I confirm that if successful, where the levels required under the framework are higher than those currently in our possession, I will be in a position to put the required forms and levels of insurances required in place.	Yes	No

AND

I confirm that I will provide the following promptly on request at any time prior to the award decision being made: o Evidence of insurances in place **or** o Letter from Insurance Broker confirming that the required levels could be put in place if successful	Yes	No

Signed:	
Position:	
Dated:	

Section 6A QUALITY ASSURANCE MEASURES Weighting: PASS/FAIL **Minimum requirement to remain eligible in the competition:** Applicants must provide information on the measures in place to ensure the delivery of a quality service, for example by way of an accredited system, or an equivalent in-house quality control process or system.	
(A) Third-Party Certification If third-party certified, please provide details of:	
Date of certification	
Name of certification body	
Scope of certification	
Please set out high level detail on your quality assurance measures	
Date of first certification	
Date of most recent renewal	
Name of person responsible for quality management	
Certificate	
Tick if attached	
(B) Internal Policy	

If you don't have a 3rd party certified system but do have an in-house system, please provide details of the processes and procedures for ensuring quality assurance in existence.

Section 7A DECLARATION OF BONA FIDES (ARTICLE 57 OF Directive 2014/24/EU **Weighting:** Pass/Fail only **Pass requirement:** Applicants must complete, sign and date this Declaration. *The Contracting Authority* reserves the right at its discretion to exclude a non-compliant Applicant under each heading. This must be completed by each group member.			
This Declaration, duly completed and signed by an authorised signatory, must be submitted by all Economic Operators.			
This Declaration relates to an award procedure under Public Sector Directive 2014/24/EU (Article 57).			
MANDATORYEXCLUSION Economic Operators will be excluded from the procurement process if, within the past five 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).			
1.1 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?		**YES** **Please indicate your answer by marking 'X' in the relevant box**	**NO**
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-paymentoftaxesorsocialsecurityobligations **1.2 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?** **Note:** If the response to 1.2 above is in the affirmative, please provide further information on the decision and the amounts involved			
DISCRETIONARYEXCLUSION **An Economic Operator who answers 'Yes' in any of the situations set out in paragraphs 2.1.a to 2.1.i will be excluded.**			
2.1 Please indicate if any of the following situations have applied, within the past three years, or currently apply, to your organisation. **The Economic Operator:**		**YES**	**NO**
		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	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 has withheld such information or is not able to submit supporting documents required under Article 59 of Directive 2014/24/EU; or		
2.1.i	has undertaken to: unduly influence the decision-making process of the contracting entity, or obtain confidential information that may confer upon the Tenderer undue advantages in the procurement procedure; or		

	negligently provide misleading information that may have a material influence on decisions concerning exclusion, selection or award.		

CONDITION PRECEDENT

It is a condition precedent to the award of the Contract that the successful Candidate (and all Sub-Contractors) will provide:

a. A C2 or Tax Clearance certificate or with a non-resident contractor, a statement of suitability on tax grounds from the Revenue Commissioners of Ireland;
b. Evidence showing it complies with the registered employment agreement (Construction Industry Pensions Assurance & Sick Pay scheme);
c. Public Liability Insurance cover: €6.5 million each and every claim with an excess limit no greater than the amount specified in Section 1 to Tender;
d. Product liability cover: €6.5 million each and every claim with an excess limit no greater than the amount specified in Section 1 to Tender;
e. Employers Liability Insurance cover: €13 million each and every claim with an excess limit no greater than the amount specified in Section 1to Tender;
f. Current letter from the tenderer's Auditor confirming that the tenderer is financially viable to carry out this project.

EVALUATION TEAM

The evaluation team will consist of representatives from the Module Surveying and Design Ltd and Tuath Housing Association.

SCORING MATRIX

Compliant tenders that met the pass/fail criteria will be qualitatively assessed by the evaluation team in accordance with the below scoring matrix:

Criteria	**Weighting**	**Sub-weighting**	**Minimum Score**
Method statement	**70**		
Limiting Disruption in occupied apartments		20	8
Delivery		25	8
Detailing of Fire Doors and Firestopping Material		20	8
Guarantees	**15**	5	

Fire Compliance Works

Price	**20**	-	
Total	**100**		

Tenderers not achieving the stated minimum qualifying score for award criteria will be eliminated.

Method statement

1. Limiting Disruption in occupied apartments

   As undertaking works in occupied apartments has its own inherent risk and therefore disruption must be more carefully considered than for a normal commercial operation. Tenderers are required to set out how it proposes to install and certify the Works to:

   a. minimise disruption to ongoing activities of the occupants to minimise inconvenience.

   b. seek and include prior consent of the contracting authority's representative prior to performing any work which has the potential to adversely impact on the occupants;

   c. restrict work involving substantial noise, vibration or dust or other airborne contaminants;

   d. keep the work area protected, clean and tidy during the installation.

2. Delivery

   The contractor shall describe in detail how they propose,

   a. to carry out the installation works over the full period, with indicative timelines

   b. part completion/certification and handover of work phases,

   c. the proposed work team(s) and management structure

3. Detailing of Fire Doors and Firestopping Materials

    a. Provide details regarding the fire door and firestopping products the tenderer intends to use and their suitability for the intended use.

    b. Outline three projects carried out and completed in the last three years for both (1) new door installations and existing door upgrades, and (2) Firestopping works in occupied buildings.

Guarantees

1. Tenderers must provide evidence of the manufacturers warranties of the proposed systems:

    a. New door assemblies; and

    b. Passive service penetration firestopping products.

2. Manufacturers should also provide evidence of its product liability insurance cover as this will form part of the overall evaluation of the provided guarantee. A higher product liability cover will score better.

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