

APPENDIX 1: TENDER RESPONSE DOCUMENT

TENDER PROCEDURE: ACCELERATED OPEN NATIONAL PROCEDURE

CFT No.: 8581491

ATU Reference – 26/366

**Request For Tenders to Establish a Single Supplier Framework Agreement
for the Provision of a Digital Mapping System for Atlantic Technological
University (ATU)**

Tender deadline 10th August 2026 @ 12:00 Noon Local Time (Irish)

Company Name	
Contact Name	
Contact Email Address	
Phone Number	
Postal Address	

Tender Response Document (Open Accelerated Procedure)

Title:	PIF 26/366 Single Supplier Framework Agreement for the Provision of a Digital Mapping System for Atlantic Technological University (ATU)
Contracting Authority Ref.	Atlantic Technological University
eTenders Ref:	8581491
Closing Date for Submissions:	10 th August 2026 12.00 Noon (Local Irish Time)
Organisation Name:	
Contact Name:	
Contact Email:	

1. Contents

1	Instruction for Completion.....	1
2	Conformity with Mandatory Technical Requirements.....	2
3	Response to the Selection Criteria.....	7
3.1	Tenderer's Statement.....	7
3.2	General Contact Information.....	9
3.3	Data Protection.....	10
3.4	Financial Information – Pass/Fail Criteria.....	12
3.5	Declaration Bona Fides & Statutory Obligations – Pass/Fail Criteria	14
3.6	Declaration re Statutory Obligations – Pass/Fail Criteria	16
3.7	Previous Experience - Pass/Fail Criteria	17
3.8	Health & Safety Pass/Fail Criteria.....	21
3.9	Quality Assurance – Pass/Fail Criteria (If applicable)	21
3.10	Environmental Management Systems – Pass/Fail Criteria (If applicable).....	22
4	Sub-Contracting.....	23
	Appendix 1 A Specification and Award Criterion	24
5	Confirmation Check.....	33

1 Instruction for Completion

All Responses in this Tender Response Document are subject to the rules, conditions and stipulations as set out in the RFT Document.

This document **MUST** be used for the submission of tenders. Tenderers must follow the instructions contained in this document in relation to attachments, word limits, etc.

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.

In the event that suppliers are co-operating to deliver the service, a separate Tender Response Document will be required for **each** co-operating party with a statement identifying the lead party and explicitly defining the roles and responsibilities of each entity.

Tenderers **MUST** Complete and Return Two (2) Documents. This TRD and the Accompanying Appendix 2 Pricing Schedule.

Tenderers **MUST** ensure that they complete this TRD

2 Conformity with Mandatory Technical Requirements

Tenderers MUST meet all Mandatory Requirements set out below in order to proceed towards the technical evaluation. Failure to respond to any Mandatory Requirement, or failure to demonstrate compliance, will result in the tender being rejected as non-compliant.

Tenderers MUST clearly state whether the proposed solution complies with the requirement. If the response is YES, tenderers MUST explain how compliance is achieved, and provide evidence of compliance.

Where a supplier cannot meet the mandatory requirement(s) they shall be eliminated from the competition. Mandatory Requirements are identified by “M” in this section, and will be assessed on a Pass/Fail basis only. **M** = Mandatory

For each Mandatory Requirement, tenderers MUST:

- **Confirm Compliance by selecting Yes or No.**
- **Provide a concise explanation of how compliance is achieved.**
- **Provide supporting evidence where requested.**
- **Insert a response: Tenderers must state clearly whether the proposed solution complies with the requirement. If the response is Yes, tenderers must provide a bespoke narrative explaining how compliance is achieved and must reference specific supporting evidence. If the response is No, tenderers must state this clearly and explain any limitations.**

REF	Mandatory Requirement	Confirm Compliance Yes/No
M1	Accessibility (Mandatory = M) The solution MUST comply with EU Web Accessibility Directive (S.I. No 358/2020) and WCAG 2.1 AA across all web content, verified by independent audit post implementation at no additional cost to ATU. The solution MUST: • support screen readers, keyboard navigation, and assistive technologies. • Optimise accessible routing (step-free paths, lift prioritisation). Enable independent navigation for users with disabilities Minimum Pass Requirement: Tenderers MUST provide a brief narrative below, and MUST provide a current VPAT (or equivalent Accessibility Conformance Report), together with any independent accessibility audit report and details of any remediation actions for identified issues	Yes ☐ No ☐

Insert Response:		
M2	Interactive Digital Mapping (Mandatory = M) The solution MUST provide: • High-resolution indoor maps with real-time interaction, zooming, and navigation views achieving $\pm 5\text{-}10\text{m}$ accuracy indoors with vector graphics minimum • Simple administrative mechanisms for map updates reflecting campus changes. • Timely visual feedback for map modifications. • Compatibility with industry-standard CAD formats (DWG, DXF). <u>Please confirm compliance and provide evidence.</u>	Yes ☐ No ☐
Insert response:		
M3	Navigation (Mandatory = M) The solution MUST provide: Step-by-step indoor and campus-wide pedestrian routing. Multiple modes (stairs, lifts, step-free/accessible routes). Real-time route adjustments where applicable. <u>Please confirm compliance and provide evidence.</u>	Yes ☐ No ☐
Insert response:		

M4	Points of Interest Management (Mandatory = M) The solution MUST provide: • Categorised, searchable POI database. • Administrative tools for POI updates. • Searchable room look-up capability by Campus. <u>Please confirm compliance and provide evidence.</u>	Yes ☐ No ☐
Insert response:		
M5	User Interface & Access (Mandatory = M) The solution MUST: • Be web-based, accessible via standard desktop/mobile browsers (no proprietary hardware/software). • Optimise performance on ATU's networks and public internet. • include secure, role-based access controls. • Support SSO integration with Microsoft 365 (OAuth/SAML) <u>Please confirm compliance and provide evidence.</u>	Yes ☐ No ☐
Insert response:		
M6	Integration & Compatibility (Mandatory) The solution MUST: • Provide open, documented APIs for integration with ATU kiosks/systems (ATU currently has 1 Allsee 55" PCAP Digital Kiosk at Donegal campus) with potential expansion during framework term), student applications, room booking systems, and timetabling systems, with data exchange capabilities and technical requirements.	Yes ☐ No ☐

	- Be compatible with ATU network infrastructure (low-latency operation). - Provide Mobile SDK. <u>Please confirm compliance and provide evidence.</u>	
Insert response:		
M7	Data Protection & Security (Mandatory) Tenderers must confirm that the proposed solution complies with GDPR and applicable Irish and EU data protection legislation, provides encryption in transit and at rest, maintains documented data governance arrangements, and satisfies applicable data transfer requirements (EU hosting, adequacy decision, SCCs and TIA where relevant). Minimum Pass Requirement: Tenderers MUST confirm compliance with the above requirements and provide summary evidence, including hosting location(s), encryption arrangements, and the applicable international transfer mechanism where relevant. <u>Please confirm compliance and provide evidence.</u>	Yes ☐ No ☐
Insert response:		
M8	Scalability (Mandatory) The solution MUST: - Support additional sites/buildings during contract term without major redevelopment. - Accommodate future campus expansion beyond initial five sites. - Offer flexible licensing/pricing for growth. - Be cloud-hosted (SaaS) <u>Please confirm compliance and provide evidence.</u>	Yes ☐ No ☐
Insert response:		

M9	Service Delivery & Support (Mandatory = M) The supplier MUST provide: • Defined Support and Maintenance (uptime, response/resolution times, maintenance). Tenderers MUST provide 4-years Support and Maintenance. • Dedicated account management, staff training, proactive monitoring. • Comprehensive documentation (user/admin guides). • Structured support model, escalation procedures. • Disaster recovery, automated daily backups, secure off-site storage. • Usage analytics and reporting tools. • Defined project governance, detailed project plan with Gantt chart, milestones, and acceptance criteria. Please confirm compliance and provide evidence.	Yes ☐ No ☐
	Insert response:	

3 Response to the Selection Criteria

3.1 Tenderer's Statement

Tenderers shall complete and return the following form of Tenderers' Statement printed on the Tenderers' headed notepaper and signed by the Tenderer. Tenderers are asked to scan the signed document and return it with their tender submission via the electronic postbox.

TENDERERS' STATEMENT

TO: Atlantic Technological University (the "Contracting Authority")

RE: CFT 8581491-Request For Tenders to Establish a Single-Supplier Framework Agreement for the Provision of a Digital Mapping System for Atlantic Technological University (ATU)

Having examined your Request for Tenders (the "RFT") including the Instructions to Tenderers, the Selection and Award Criteria, the Requirements and Specifications, and the Terms and Conditions of the Services Contract, we hereby agree and declare the following:

1.	We understand the nature and extent of the Services to be delivered as described at Appendix 1A of the TRD Document.
2.	We accept all of the Terms and Conditions of the RFT, the Framework Agreement, ICT Services Contract and the Confidentiality Agreement and agree if awarded a Contract to execute the Framework Agreement at Appendix 5 , the ICT Services Contract at Appendix 3 , the Data Processing Agreement at Appendix 4 and the Confidentiality Agreement at Appendix 6 to the RFT.
3.	We accept all the Selection and Award Criteria as set out in Sections 4 and 5 of the RFT.
4.	We agree to provide the Contracting Authority with the services in accordance with the RFT and our Tender.
5.	We agree that, if awarded any Contract, we shall, in the performance of such Contract, comply with all applicable obligations in the field of environmental, social and labour law.
6.	We confirm that we have complied with all requirements as set out in the RFT.
7.	We confirm that the prices quoted in our Tender will be the maximum prices allowed during the term of the framework agreement. Price changes, if applicable, will be in line with the Consumer Price Index or by any method agreed between the various parties.
8.	We shall, if awarded any Contract under the RFT, have in place on the Effective Date of the Contract all insurances (if any) as required by section 4 of the RFT.

3.2 General Contact Information

Tenderer Summary				
Weighting: Pass/Fail				
Pass Requirement: Tenderers must complete this Section				
Organisation Name:				
Contact Name:				
Position:				
Address:				
Telephone (Office):				
Telephone (Mobile):				
Email:				
Website:				
VAT Registration Number:				
Date of Establishment:				
Legal Status (Company, Sole Trader, etc.):				
Is the Tenderer a Small and Medium Enterprise (SME)?	Yes		No	
SMEs are enterprises which employ fewer than 250 persons and which have an annual turnover not exceeding €50 million, and/or an annual balance sheet total not exceeding €43 million				
Is the tenderer a consortium / group of Economic Operators?	Yes		No	
If yes, please provide the following information				
Name	Legal Status		Element to be Delivered	
Each member must submit a separate Tender Response Document				

3.3 Data Protection

General Data Protection		
Weighting: Pass/Fail Pass Requirement: Tenderers MUST demonstrate compliance with the General Data Protection Regulation Requirements and comply with ATU's GDPR requirements. The Contracting Authority reserves the right to seek further information to verify compliance. Tenderers MUST answer Yes or No using the drop-down menu, for items (i)-(viii) inclusive. Provide a narrative on your approach to GDPR, and sign and date the declaration.		
Requirement:		Yes/No
(i)	If you are the successful tenderer / Contractor, please confirm that you shall sign a Data Processing Agreement which will govern the processing of personal data as part of this contract. The Data Processing Agreement agreed between the Parties shall be governed by, and construed in accordance with, the laws of Ireland and the Parties irrevocably agree that the courts of Ireland shall have exclusive jurisdiction to hear and determine any suit, action or proceedings, and to settle any disputes, which may arise out of or in connection with the Agreement and, for such purposes, irrevocably submits to the exclusive jurisdiction of such courts.	Choose an item.
(ii)	If you are the successful tenderer / Contractor and are engaging sub-processors, please confirm you shall contractually impose data protection obligations on sub-processors no less protective than those set out in the Data Processing Agreement and remain fully liable to ATU for the sub-processor's compliance with your obligations under the Agreement.	Choose an item.
(iii)	It is the intention of ATU that personal data processed shall reside solely in the European Economic Area (EEA) and not be transferred to / accessed from a country outside the EEA. However, if data is stored/processed outside the EEA, for example for hosting, back-up, 24-hour support purposes including remote access, tenderers will be asked to specify whether an adequacy decision exists in relation to the third country where the processing will take place. If no adequacy decision exists, and if you are the successful tenderer / Contractor, I can confirm that we will: • sign the 2021 EU Standard Contractual Clauses (SCCs). • conduct a Transfer Impact Assessment (TIA) in line with Clause 14 of the SCCs, to determine whether the laws and practices of the third country ensure adequate protection, under EU law, of personal data transferred pursuant to standard data protection clauses. • put in place additional safeguards to those offered by those clauses, where necessary.	Choose an item.
(iv)	If you are the successful tenderer / Contractor, you shall provide cooperation and assistance to ATU in preparing a Data Protection Impact Assessment (DPIA), where necessary, and make necessary documentation available to ATU which outlines the technical and organisational measures employed to protect personal data.	Choose an item.
(v)	The solution must allow for ATU's data to be completely erased from the cloud system (or exported to a system of the Contracting Authority's choice) after the contract term.	Choose an item.

(vi)	The successful tenderer / Contractor accepts that ATU shall not accept any liability clauses where Data Processors are indemnified against fines or claims under the GDPR.	Choose an item.
(vii)	If you are the successful tenderer / Contractor, please confirm you shall adhere to the EU AI Act where applicable.	Choose an item.

Please provide a narrative on your approach to GDPR:

This Declaration is made for the benefit of the Contracting Authority
I certify that the information provided in this declaration is accurate and complete to the best of my knowledge and belief. I understand that the provision of inaccurate or misleading information in this Declaration will lead to my organisation being excluded from participation in this and future tenders and I am signing on behalf of:

Name of Economic Operator:

Authorised Signatory:

Name in Block Capitals:

Position:

Note 1: Data Protection

The Contracting Authority will be the Controller, and the successful tenderer / Contractor will be the Processor (where Controller and Processor have the meanings given under the Data Protection Laws).

3.4 Financial Information – Pass/Fail Criteria

Tax Compliance			
Option 1: I confirm and declare being tax compliant. The Contracting Authority can verify your tax clearance status through Revenue's online facility at http://www.revenue.ie/en/online/tax-clearance.html To this end, please confirm:		Yes	
		No	
Tenderer Name:			
Tax Reference Number (PPSN):			
Access Number:			
Option 2: I confirm that I hold a current valid Tax Clearance Certificate (generally relates to Non-Residents) To this end, please confirm:		Yes	
		No	
Registration Number:			
Certificate Number:			
Option 3: I confirm that I have applied for Tax Clearance status or a Tax Clearance Certificate which will be made available on request		Yes	
		No	
Financial Capacity			
(a) I confirm that our turnover exceeded €100,000.00 per annum in one of the last three financial years or pro-rata if more recently established firms are tendering – however the firm must have been in existence for at least 6 months.			
Financial Year	2023	2024	2025
Turnover	€	€	€
Month of financial year end			
I confirm that I will provide the following promptly on request at any time prior to the tender list being finalised: (evidence of turnover for the past three financial years)		Yes	
		No	
I confirm that I will supply evidence of financial standing, by way of auditor's letter, ensuring the tenderer party has the financial capacity to pay its debts identified on the current statement of assets and liabilities as being the debts as they fall due.		Yes	
		No	
Insurances			
I confirm that we have the following insurances in place:			
Insurance Type	Level in place	Details of Excess	Expiry Date
Employer Liability	€		
Public Liability	€		
Product Liability	€		

Professional Indemnity	€		
I confirm that I will provide the following promptly on request at any time prior to the award decision being made: Evidence of insurances in place or Letter from Insurance Broker confirming that the required levels could be put in place if successful	Yes		
	No		
I confirm that if successful, where the levels required under the contract or 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 promptly.	Yes		
	No		
Please note that the Contracting Authority will seek to verify self-declarations regarding financial capacity prior to next stage of the competition.			
Signed:			
Position:			
Date:			

3.5 Declaration Bona Fides & Statutory Obligations – Pass/Fail Criteria

Declaration of Bona Fides & Statutory Obligations (Under Public Sector Directive 2014/24/EU - Article 57)			
Weighting: Pass/Fail Pass requirement: Tenderers must complete, sign and date this Declaration. The Contracting Authority reserves the right at its discretion to exclude a non-compliant tenderer under each heading. This must be completed by each group member.			
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).			
		Yes	No
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?	Please indicate your answer by marking 'X' in the relevant box	
1.1a	participation in a criminal organisation, as defined in Article 2 of Council Framework decision 2008/841/JHA;		
1.1b	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;		
1.1c	fraud within the meaning of Article 1 of the Convention on the protection of the European Communities' financial interests;		
1.1d	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;		
1.1e	the subject of a conviction for money laundering or terrorist financing;		
1.1f	the subject of a conviction of child labour and other forms of trafficking in human beings;		
1.2	Non-payment of taxes or social security obligations 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? If the response to 1.2 above is in the affirmative, please provide further information on the decision and the amounts involved.		
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 (3) years, or currently apply, to your organisation. The Economic Operator:	Yes	No
		Please indicate your answer by marking 'X' in the relevant box	
2.1a	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;		
2.1b	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;		
2.1c	is guilty of grave professional misconduct which renders its integrity questionable;		
2.1d	has entered into agreements with other Economic Operators aimed at distorting competition;		
2.1e	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;		
2.1f	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;		
2.1g	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.		
2.1h	- 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		
2.1i	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.		
Article 5K Declaration			
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 – EU Regulation 2022/576, 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 declare that none of the exclusions specified in EU Regulation 2022/576 apply to any party associated with this application.	Yes	No
Name of Economic Operator:			
Authorised Signatory:			
Name in Block Capitals:			
Position:			

3.6 Declaration re Statutory Obligations – Pass/Fail Criteria

Declaration on Statutory Obligations			
Weighting: Pass/Fail			
Pass requirement: Tenderers must complete, sign and date this Declaration. The Contracting Authority reserves the right at its discretion to exclude a non-compliant tenderer under each heading. This must be completed by each group member.			
We confirm that we are fully compliant with the following legislation, or equivalent legislation in our country of establishment / operation:		Yes	No
(i)	Employment Equality Acts 1998-2011		
(ii)	Equal Status Acts 2000-2011		
(iii)	National Minimum Wage Act 2000 as amended		
(iv)	Organisation of Working Time Act 1997 as amended		
(v)	Safety, Health and Welfare at Work Act 2005 and Safety, Health and Welfare at Work (General Application) Regulations 2007		
(vi)	Disability Act 2005		
(vii)	General Data Protection Regulation 2016/679		
(viii)	We have procedures in place to ensure that our subcontractors, if any are used for this contract, apply the same standards.		
This Declaration is made for the benefit of the Contracting Authority I certify that the information provided in this declaration is accurate and complete to the best of my knowledge and belief. I understand that the provision of inaccurate or misleading information in this Declaration will lead to my organisation being excluded from participation in this and future tenders and I am signing on behalf of:			
Name of Economic Operator:			

Authorised Signatory:	
Name in Block Capitals:	
Position:	

3.7 Previous Experience - Pass/Fail Criteria

Previous Experience	
Weighting: Pass/Fail Minimum requirement to remain eligible in the competition: Tenderers should refer to three (3) instances within the last five years which demonstrate that they have successfully delivered services of a comparable nature and scale on three (3) occasions. The contracts referenced for consideration should provide comprehensive information to enable the Contracting Authority to determine their comparability to the requirements of this contract. The contracts listed should be chosen to demonstrate your firm's skills, efficiency, experience and reliability in the relevant areas of expertise. All fields should be completed in full. In the event that the information requested on the value of contracts or identity of clients is considered confidential, tenderers must ensure that they provide sufficient information to allow the Contracting Authority to judge the similarity of these contracts to the services required.	
CLIENT NO. 1	
Company Name:	
Contact name:	
Contact role:	
Contact Tel. number	
Contact email address:	
COMPREHENSIVE DESCRIPTION OF CONTRACT DELIVERED INCLUDING:	
Duration of contract including start and completion dates (If completed)	
Role of the Tenderer in this contract E.g., is your firm	

the sole provider of the Services, is the contract subcontracted?			
Description and scope of the services provided by the Tenderer			
Describe the relevance of this example to the current requirement			
Current Contract Status – on-going, complete			
APPROX. VALUE (€)		DATE(S) DELIVERED	

CLIENT NO. 2	
Company Name:	
Contact name:	
Contact role:	
Contact Tel. number	
Contact email address:	
COMPREHENSIVE DESCRIPTION OF CONTRACT DELIVERED INCLUDING:	
Duration of contract including start and completion dates (If completed)	

Role of the Tenderer in this contract E.g., is your firm the sole provider of the Services, is the contract subcontracted?			
Description and scope of the services provided by the Tenderer			
Describe the relevance of this example to the current requirement			
Current Contract Status – on-going, complete			
APPROX. VALUE (€)		DATE(S) DELIVERED	

CLIENT NO. 3	
Company Name:	
Contact name:	
Contact role:	
Contact Tel. number	
Contact email address:	
COMPREHENSIVE DESCRIPTION OF CONTRACT DELIVERED INCLUDING:	
Duration of contract including start and completion dates	

(If completed)			
Role of the Tenderer in this contract E.g., is your firm the sole provider of the Services, is the contract subcontracted?			
Description and scope of the services provided by the Tenderer			
Describe the relevance of this example to the current requirement			
Current Contract Status – on-going, complete			
APPROX. VALUE (€)		DATE(S) DELIVERED	

3.8 Health & Safety Pass/Fail Criteria

Health & Safety				
Weighting: Pass/Fail				
Minimum requirement to remain eligible in the competition: Tenderers must demonstrate compliance with all the relevant Health & Safety legislation. The Contracting Authority reserves the right to seek further information to verify compliance.				
Do you comply with the Safety Health & Welfare at Work Act 2005?	Yes		No	
Manager responsible for Health & Safety:				
Health & Safety management	Externally Certified		In-house	
If externally certified, please provide the following information:				
Name of Certification Body:				
Date of most recent certification:				
Scope of Certification:				
I confirm that evidence of compliance will be provided promptly on request.	Yes		No	

3.9 Quality Assurance – Pass/Fail Criteria (If applicable)

Quality Assurance				
Weighting: Pass/Fail				
Minimum requirement to remain eligible in the competition: Tenderers should provide information on the measures in place to ensure the delivery of a quality service, for example by way of an externally certified system, or an equivalent in-house quality control process or system.				
Do you operate a Quality Management System?	Yes		No	
Manager responsible for Quality:				
Quality management	Externally Certified		In-house	
If externally certified, please provide the following information:				
Name of Certification Body:				
Date of most recent certification:				
Scope of Certification:				
I confirm that evidence of compliance will be provided promptly on request.	Yes		No	

3.10 Environmental Management Systems – Pass/Fail Criteria (If applicable)

Environmental Management Systems				
Weighting: Pass/Fail				
Minimum requirement to remain eligible in the competition: Tenderers must demonstrate compliance with all the relevant Environmental legislation and guidelines. The Contracting Authority reserves the right to seek further information to verify compliance.				
Do you comply with all relevant Environmental legislation?	Yes		No	
Manager responsible for Environmental Systems:				
Environmental management	Externally Certified		In-house	
If externally certified, please provide the following information:				
Name of Certification Body:				
Date of most recent certification:				
Scope of Certification:				
I confirm that evidence of compliance will be provided promptly on request.	Yes		No	

4 Sub-Contracting

ATU understands that there may be elements of the contract or framework which may need to be subcontracted or outsourced by suppliers. Please indicate if you propose to use any sub-contractors for the delivery of any element of this contract. **[In this instance, sub-contractors will be an organisation/institution(s) which you may propose to subcontract for elements of the system or service delivery.]**

Do you propose to use any sub-contractors?	
Envisaged Scope of the services to be carried out by the sub-contractor	
% of contract which will be sub-contracted	%
Name(s) and contact details of other members of grouping.	Company Name: Company Address: Contact Name: Contact Telephone: Contact Email:
Role of lead member of the grouping	
Role of other members of grouping	

In the event that suppliers are co-operating to deliver the service, a separate Tender Response Document with **sections 1-3** completed must be provided separately by **all proposed subcontractor(s)** / co-operating party and returned with their tender submission. A statement identifying the lead party and explicitly defining the roles and responsibilities of each entity must also be included.

Appendix 1 A Specification and Award Criterion

Note 1: Tenderers must meet the minimum technical and functional requirements and minimum acceptable performance standards. All tenderers must meet or exceed this minimum specification in order to progress to evaluation under the Award Criteria. The proposed solution must incorporate all elements detailed below.

Note 2: Suppliers must provide all information relating to the Provision of a Digital Mapping System within the response boxes below. Responses will be scored by the Evaluation Team in accordance with the Award Criteria. Yes/No responses will not be accepted and will not be considered sufficient..

Note 3: The Award Criteria set out below will be used to assess the quality of the proposed solution. The full text of each Award Criterion has been retained to ensure transparency and consistency in evaluation.

Tenderers must provide a detailed response addressing all elements of each Award Criterion. Responses will be evaluated on the quality, depth and relevance of the information provided. Tenderers must explain how their proposed solution meets, exceeds and/or adds value to the requirements.

Responses to each Award Criterion will be scored as a whole. Please note that responses to individual questions will not be scored separately; rather, they will collectively form the basis for assessing the merits of the Tenderer's overall response to each criterion and sub-criterion.

Responses to each award criterion will be scored a whole..

Note 4: Tenderers must achieve a minimum score of 60% of the available marks in each of Criteria A, B, C and D to avoid elimination from the competition. Only tenderers that achieve this minimum threshold will proceed to evaluation against the Ultimate Cost criterion.

No commitment of any kind, contractual or otherwise, shall exist unless and until a formal written contract has been executed by or on behalf of the Contracting Authority. Any award notification or notification of preferred bidder status issued by the Contracting Authority shall not give rise to any enforceable rights on the part of the Tenderer.

The Contracting Authority reserves the right to cancel this public procurement competition at any time prior to the execution of a formal written contract. The Contracting Authority does not bind itself to accept the lowest-priced tender or any tender received.

TRD Award Criterion			
CFT ID 8581491 PIF 26/366 Single Party Framework Agreement for the Provision of a Digital Mapping System for Atlantic Technological University (ATU)			
A. Quality and Technical Merit of the Proposed Solution			
Criteria A		Weighting	Maximum Marks
		35%	3500
		Minimum Marks 60%	
		2100	
REF	REQUIREMENT	CONFIRM (YES/NO)	COMMENT
A1	Interactive Digital Mapping Functionality		
A1.2	The proposed solution MUST design and maintain complete, accurate up-to-date indoor digital maps for designated campuses and configure, host, and support the system, ensuring performance, security and availability. Tenderers MUST outline costs per m² in the Appendix 2 Pricing Schedule for the development of digital maps for five (5) campuses with a total area of 131,852m². Please confirm and detail and outline costs in the Appendix 2 Pricing Schedule.	Compliant (Yes / No)	Insert Response
A1.3	Tenderers MUST outline costs for minor updates in the Appendix 2 Pricing Schedule; per hour cost MUST be provided. Please confirm and detail and outline any additional cost in the Appendix 2 Pricing Schedule, if applicable.	Compliant (Yes / No)	Insert Response
A1.4	Tenderers MUST provide Annual Licencing fee for a duration of four (4) year with a total area of 131,852m² or alternatively provide a an initial/once off cost for the lifetime of the contract, if applicable. Please confirm and detail any additional cost in the Appendix 2 Pricing Schedule.	Compliant (Yes / No)	Insert Response
A1.5	The proposed solution MUST provide future enhancements, scalability and include additional ATU campuses or facilities i.e., ATU	Compliant (Yes / No)	Insert Response

	St Angelas, Letterfrack, Mountbellew, Killybegs. Please confirm and detail.		
A1.6	The proposed solution MUST provide usage analytics and reports in Microsoft office product format (word, excel, PowerPoint). Please confirm how this will be achieved and reporting formats.	Compliant (Yes / No)	Insert Response
A2	User Applications & Interface		
A2.1	It is highly desirable that the proposed solution supports ATU branding and UI customisation. Tenders to outline if solution supports ATU branding and UI customisation. Please confirm and detail.	Compliant (Yes / No)	Insert Response
A6	Technical Architecture & Cloud Solution		
A6.1	Tenderers should outline a roadmap for future platform development. Please confirm and detail.	Compliant (Yes / No)	Insert Response
B. Title: Methodology & Timelines for Implementation			
Criteria B		Weighting	Maximum Marks
		20%	2000
			Minimum Marks 60%
			1200
B1	Implementation Approach - Delivery & Timelines		
B1.1	Tenderers MUST provide a clear, detailed plan enabling ATU to assess their approach to Interactive Mapping onboarding and ongoing support. All elements below MUST be addressed: Unique Approach and Methodology: Distinct methodology for implementing the web-based digital wayfinding system (interactive high-res mapping, multi-modal navigation, POI management, web access, API integration, scalability).	Compliant (Yes / No)	Insert Response

	Project Communication: Collaboration and communication approach with ATU Project Team/stakeholders, including issue escalation processes. Reporting: Types, formats, and frequency of progress reports/updates throughout implementation and contract lifetime. Risk Management: Potential risks in delivery with mitigation and contingency plans. Project Planning: Detailed project plan/Gantt chart with timelines, milestones, and deliverables achieving Go-Live by 1st October 2026. Quality Assurance: Processes ensuring consistent, high-quality delivery. Ongoing Support Services: Helpdesk operations, call logging, response times (critical/major/minor), escalation procedures. Please confirm and detail and outline costs in the Appendix 2 Pricing Schedule (if any).		
B1.2	Tenderers MUST provide a comprehensive Training Plan detailing their training approach for all user groups, including Business & End Users (B&E), general staff, IT personnel, and system administrators. Tenderers MUST submit a full cost post-delivery/implementation for online training for a minimum of five (5) ATU staff. In addition, Tenderers are required to outline any supplementary or additional training offerings available, including but not limited to refresher training, train-the-trainer programmes, and self-service learning resources. Full details of all training formats, durations, delivery methods, and associated costs MUST be provided. Please confirm and detail and outline any additional costs in the Appendix 2 Pricing Schedule.	Compliant (Yes / No)	Insert Response
B1.3	Tenderers to outline any optional enhancements, upgrades, or additional features that may be available for purchase over the lifetime of the framework but are not	Compliant (Yes / No)	Insert Response

	included as part of the core solution. Please provide details of any such options, and how these would be procured and implemented. Any relevant supplementary information should be included in the notes section provided in the Appendix 2 Pricing Schedule. Please confirm and detail additional costs in the Appendix 2 Pricing Schedule. These costs will be optional to purchase and will not be included in the cost evaluation.		
C. Award Criterion C : Solution Support, Maintenance & Contract Management			
Criterion C	Weighting	Maximum Marks	Minimum Marks 60%
	10%	1000	600
C2	Support and Maintenance		
C2.1	Tenderers must submit 4-years Support and Maintenance detailing: Critical incidents (maps offline, data breaches): Response <30 mins, Resolution <6 hours High priority: Response <2 hours, Resolution <24 hours Medium priority: Response <8 hours, Resolution <3 days Low priority: Response <48 hours, Resolution <7 days Uptime guarantee (minimum 99%) with monthly reporting Quarterly performance reviews. The proposed Support and Maintenance MUST outline proposed roles and responsibilities of both	<i>Compliant (Yes / No)</i>	<i>Insert Response</i>

	Atlantic Technological University and the Tenderer, ensuring that these are clear. Please confirm and detail and outline costs in the Appendix 2 Pricing Schedule.		
C3	Business Continuity & Resilience		
C3.1	Tenderers should outline their approach to business continuity and resilience for contract delivery: Comprehensive backup/recovery procedures, disaster recovery plans with defined RTO/RPO targets, high availability architecture, and tested failover mechanisms to ensure uninterrupted campus navigation services. Please confirm and detail.	Compliant (Yes / No)	Insert Response
C4	Data Protection & Security		
C4.1	(i) Tenderers MUST demonstrate how the proposed solution adheres to robust data protection and security practices to ensure the confidentiality, integrity, and availability of all information processed by the system. (ii) Hosting MUST be provided in secure, reputable data centre locations within the EU where possible, ensuring compliance with relevant regulatory requirements. (iii) Tenderers MUST specify hosting location(s) and confirm whether data is encrypted in transit and at rest. (iv) If data is hosted outside the EU/EEA tenders MUST confirm (a) The destination country is subject to a valid European Commission adequacy decision exists or (b) that they will implement the 2021 EU Standard Contractual Clauses (SCCs) and undertake a Transfer Impact Assessment (TIA) in line with Clause 14 of the SCCs as directed by ATU DPO. Response Requirement	Compliant (Yes / No)	Insert Response

	Tenderers MUST provide full details of their proposed technical and organisational security measures, hosting arrangements, encryption standards, access controls, monitoring, resilience and incident management processes. Please confirm and detail.		
C4.2	Tenderers MUST demonstrate how personal data is collected, used, processed, stored, retained, accessed, shared and transferred throughout the solution lifecycle. Tenderers MUST provide documented data flows and supporting information clearly defining: • Data ownership; • Retention periods; • Data residency arrangements; • Security controls; • Third-party data processing arrangements; and • Any data sharing or transfer mechanisms. Response Requirement Tenderers should provide detailed supporting documentation, including data flow diagrams and descriptions of the data governance framework implemented within the proposed solution. Please confirm and detail.	Compliant (Yes / No)	Insert Response
D. Award Criterion D: Environmental & Sustainability Initiatives and Value Add Services			
Criteria D		Weighting	Maximum Marks
		10%	1000
			Minimum Marks 60%
			600
D1	Tenderers MUST demonstrate sustainability measures for delivering the Interactive Mapping Framework and contract.	Compliant (Yes / No)	Insert Response

	Tenderers MUST address the following four statements in their tender response: A statement detailing any active sustainability measures and/or proposals which will be implemented for these services (e.g., energy-efficient cloud hosting, paperless deployment). A statement outlining any collaborative efforts with partners or stakeholders that support sustainability (e.g., renewable energy providers, green tech alliances). A statement outlining internal actions to reduce environmental impact and promote social responsibility, including specific measures to reduce environmental impact from hosting, onboarding, and support (e.g., carbon footprint reduction targets, remote onboarding). A statement outlining how sustainability performance will be tracked and reported over the framework lifetime (e.g., annual CO2 metrics, KPI dashboards). Please confirm and detail.		
D2	Tenderers MUST clearly describe any value-add services offered at no extra cost beyond the core requirements. The response MUST demonstrate how these services will practically benefit ATU end users during the framework term. a) Value-Add Services Offered Any additional services, features or support included at no extra cost. b) Practical Benefit to Users How these services will improve the experience or efficiency of ATU Student, Staff and Visitors. c) Relevance to Framework Delivery How the value-add services support the effective use and management of the	<i>Compliant (Yes / No)</i>	<i>Insert Response</i>

	Interactive Mapping service over the framework term.		
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E. Ultimate Cost

Criteria E	Weighting	Maximum Marks	Minimum Marks
	25%	2500	N/A

E1	Please see Appendix 2 – Pricing Schedule for details. Tenderers are required to complete the pricing tables associated with this RFT. The pricing tables must be completed in the Pricing Schedule Document, which is provided as a separate attachment to this RFT. The file is entitled: – Appendix 2 Pricing Schedule. Variations and/or qualifications to the Pricing Schedule are not permitted and will result in the Tenderer being eliminated from the Competition.
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5 Confirmation Check

Section	Element	Section Complete/ Evidence Supplied	Self - Declaration
2	<i>Conformity with Mandatory Requirements</i>		
3	Response to Selection Criterion		
3.1	Tenderer's Statement <i>Note: this is to be provided on tenderers headed notepaper.</i>		
3.2	General Contact Information		
3.3	Declaration Data Protection		
3.4	Financial Information		
	Tax Compliance		
	Turnover		
	Insurance Cover		
3.5	Declaration of Bona Fides		
3.6	Declaration of Statutory Obligations		
3.7	Previous Experience		
3.8	Health and Safety		
3.9	Quality Assurance		
3.10	Environmental Management Systems		
4	Sub-Contracting		
Appendix 1A	Response to Award Criterion		