



THE ROYAL VICTORIA EYE AND EAR HOSPITAL DVBLIN

Request for Quotation # RVEEH-004-26

**Self-Service Kiosk Terminals,
Kiosk OS Integration, and
Associated Software Licensing**

Appendix A—Respondent Identification Form

29 July 2026

Date of Publication

7 August 2026, 16:00:00h GMT

Deadline for Questions

26 August 2026, 13:30:00h GMT

Deadline for Submissions

APPENDIX A— RESPONDENT IDENTIFICATION FORM

A1. Respondent Contact Information

Please complete the following form, naming one person to be the Respondent's contact throughout the RFQ process and for any clarifications or communication that might be necessary.

Respondent's Full Legal Name:	
<i>Any Other Relevant Name Under Which Respondent Carries on Business:</i>	
Address:	
Phone Number:	
Respondent Website:	
Respondent Contact Name:	
Respondent Contact Title:	
Respondent Contact Phone:	
Respondent Contact Email:	

A2. Acknowledgment of Non-binding Procurement Process

The Respondent acknowledges that this RFQ process will be governed by the terms and conditions of the RFQ, and that, among other things, such terms and conditions confirm that this procurement process does not constitute a formal legally binding bidding process (and for greater certainty, does not give rise to a contract), and that no legal relationship or obligation regarding the procurement of any good, service, software, licence, hosting, support, implementation or other deliverable shall be created between RVEEH and the Respondent unless and until RVEEH and the Respondent execute a written agreement.

A3. Amendments

The Respondent is deemed to have read and taken into account all amendments issued by RVEEH.

A4. No Prohibited Conduct

The Respondent declares that it has not engaged in any conduct prohibited by this RFQ.

A5. Conflict of Interest

For the purposes of this RFQ, the term “Conflict of Interest” includes, but is not limited to, any situation or circumstance where:

- a) in relation to the RFQ process, the Respondent has an unfair advantage or engages in conduct, directly or indirectly, that may give it an unfair advantage, including but not limited to:
 - i. having, or having access to, confidential information of RVEEH in the preparation of its Response that is not available to other Respondents;
 - ii. communicating with any person with a view to influencing preferred treatment in the RFQ process (including but not limited to the lobbying of decision makers involved in the RFQ process); or
 - iii. engaging in conduct that compromises, or could be seen to compromise, the integrity of the open and competitive RFQ process or render that process non-competitive or unfair;

or

- b) in relation to the performance of its contractual obligations under an agreement for the Deliverables, the Respondent's other commitments, relationships or financial interests:
 - i. could, or could be seen to, exercise an improper influence over the objective, unbiased and impartial exercise of its independent judgement, or
 - ii. could, or could be seen to, compromise, impair or be incompatible with the effective performance of its contractual obligations.

Respondents should disclose the names and all pertinent details of all individuals (employees, advisers, or individuals acting in any other capacity) who participated in the preparation of the Response; AND were employees of RVEEH within twelve (12) months prior to the Submission Deadline.

If the box below is left blank, the Respondent will be deemed to declare that:

- a) there was no Conflict of Interest in preparing its Response; and
- b) there is no foreseeable Conflict of Interest in performing the contractual obligations contemplated in the RFQ.

Otherwise, if the statement below applies, check the box:

- ☐ *The Respondent declares that there is an actual or potential Conflict of Interest relating to the preparation of its Response, and/or the Respondent foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the RFQ.*

If the Respondent declares an actual or potential Conflict of Interest by marking the box above, the Respondent must set out below details of the actual or potential Conflict of Interest:

A6. Disclosure of Information

RVEEH is subject to the Freedom of Information Act 2014. Information supplied may be disclosed in response to FOI requests, subject to the Act's exemptions (e.g., commercially sensitive, confidential information). Respondents should clearly identify any material they consider exempt and the applicable grounds.

Signature of Respondent Representative

Signature of Witness

Name of Respondent Representative

Name of Witness

Title of Respondent Representative

Date

I have the authority to bind the Respondent