

APPENDIX TO FORM OF TENDER

Ancillary documents to be completed and submitted with Tender

1. Wages and Conditions of Employment Clause – Declaration of Compliance
2. Declaration of Competence (PSCS)
3. Declaration of Competence (PSDP)
4. Freedom of Information Act, 1997 and Freedom of Information Amendment Act 2003 – Declaration
5. Revenue Information and Electronic Funds Transfer (EFT)

WAGES AND CONDITIONS OF EMPLOYMENT

DECLARATION OF COMPLIANCE

Public Works Contract for Building Works Designed by the Contractor

Pay and Conditions of Employment' Clause

I hereby confirm that (*Tenderer's Name*) _____ is currently in compliance with its obligations under sectoral employment orders, employment regulation orders and registered employment agreements (where applicable) registered under the Industrial Relations Acts 1946 – 2015 and is also in compliance with the National Minimum Wage Act 2000.

In the event of its tender for this project being accepted, the company shall comply, and ensure that any subcontractors comply, with the obligations imposed by the Pay and Conditions of Employment Clause of the Public Works Contract to be used for the project. We undertake for this project to keep proper wage books and time sheets showing the time worked and the wages paid, which shall be produced when required for inspection by any person authorised by the Department of Defence.

Signed

Date

Name of signatory in block letters

Position in tenderer's organisation

DECLARATION OF COMPETENCE (PSCS)

This firm declares that it is competent to carry out the duties of PSCS and is competent to execute the works described in the tender documentation in accordance with the duties allocated to the Contractor by the Safety Health and Welfare at Work (Construction) Regulations.

This firm further confirms that, if appointed to do so, it is insured to perform the duties of PSCS for this project required by the Safety Health and Welfare at Work (Construction) Regulations.

I hereby confirm that the information provided and declaration made in this 'Declaration of Competence' is correct and is to be taken into account by the Department of Defence in deciding whether the firm named below should be awarded a contract for construction work.

Name of firm: _____

Address: _____

Signed: _____

Date: _____

**Name of signatory
in block letters** _____

The Employer undertakes to treat all applicants equally and fairly and to ensure, to the extent allowed by the restraints of the Department's legal obligations (particularly under the Freedom of Information legislation), that the Applicant's data is kept confidential

DECLARATION OF COMPETENCE (PSDP)

This firm declares that it is competent to carry out the duties of PSDP and is competent to execute the works described in the tender documentation in accordance with the duties allocated to the Contractor by the Safety Health and Welfare at Work (Construction) Regulations.

This firm further confirms that, if appointed to do so, it is insured to perform the duties of PSDP for this project required by the Safety Health and Welfare at Work (Construction) Regulations.

I hereby confirm that the information provided and declaration made in this 'Declaration of Competence' is correct and is to be taken into account by the Department of Defence in deciding whether the firm named below should be awarded a contract for construction work.

Name of firm: _____

Address: _____

Signed: _____

Date: _____

**Name of signatory
in block letters** _____

The Employer undertakes to treat all applicants equally and fairly and to ensure, to the extent allowed by the restraints of the Department's legal obligations (particularly under the Freedom of Information legislation), that the Applicant's data is kept confidential

**FREEDOM OF INFORMATION ACT, 1997 and FREEDOM OF INFORMATION AMENDMENT ACT 2003
- DECLARATION**

The Department undertakes to use its best endeavours to hold confidential any information provided by the tenderer subject to the Department's obligations under law, including the Freedom of Information of Act, 1997 and its amendments. The Department is also governed by obligations imposed on it as a result of undertakings to the Construction Industry Federation and the Irish Congress of Trade Unions (see the Specification Clause dealing with same for information about the details regarding the tender which will be released and to which submission of a tender shall be deemed to signify the tenderer's agreement)

Should the tenderer wish that any of the information supplied by them with the tender submission should not be disclosed because of its sensitivity he should, when providing the information, identify same and specify the reasons for its sensitivity. The Department will consult with the tenderer about this sensitive information before making a decision on any Freedom of Information request received. Listing of any of the information that the Department has undertaken to provide to other tenderers and to the ICTU will invalidate the tender.

Information relating to the tender which the tenderer does not wish to be disclosed by the Department

Reasons why the tenderer proposes that the above information should not be disclosed

Name of Tenderer: _____

Signed on behalf of tenderer by: _____

Date: _____

REVENUE INFORMATION AND ELECTRONIC FUNDS TRANSFER (EFT)

Tenderer's details:

Name: _____ Phone Nr _____

Address: _____

Email address: _____

Tenderer's VAT number _____

Subcontractor's eRCT Tax reference number _____

Address held by Revenue Commissioners for company allocated above number (if different from above)

Address: _____

Tenderer's Bank Account details

Name on account: _____ Account number: _____

Sort Code: _____ IBAN number _____ BIC number _____

Tenderer's Bank Branch details

Bank Name: _____

Branch name _____

Branch address: _____
