CLARIFICATION 2

TEN2600114

RfT for Provision of a Cashless Parking Payment Solution for Cavan County Council

<u>Query 1</u>

Tax Clearance Access Number

In Section 4.3 of the Tender Response Document, under Tax Clearance Option 1, tenderers are required to provide an Access Number alongside their Tenderer Name and PPSN/Tax Reference Number.

Could the Council please clarify:

As a non-Irish entity, is there an alternative form of tax clearance evidence acceptable for tenderers established and operating outside of Ireland?

<u>Response Query 1</u>

Tenderers established in Ireland shall provide a valid Tax Clearance Access Number (TCAN) and Tax Reference Number to facilitate verification of their tax clearance status through Revenue.

Tenderers established outside Ireland shall provide evidence from the relevant tax authority in their country of establishment confirming that they are compliant with their tax obligations.

The successful tenderer must remain tax compliant for the duration of the contract.

Prior to contract award, Cavan County Council reserves the right to request such documentary evidence as it considers necessary to verify a tenderer's tax compliance status.

<u>Query 2</u>

Current Parking Machine Supplier

Could the Council please clarify:

2.1 Who is the current supplier of the Council's pay-and-display parking machines?

2.2 Are there any existing contractual obligations with the incumbent supplier that may affect the scope or transition arrangements under this contract?

<u>Response Query 2.1</u>

This tender relates solely to the provision and implementation of a cashless parking payment app. Accordingly, information relating to the Council's current pay-and-display parking machine supplier is not considered necessary for the preparation or submission of a tender response and will not be provided.

<u>Response Query 2.2</u>

As this tender relates solely to the provision and implementation of a cashless parking payment app, there are no existing contractual obligations relating to the Council's pay-and-display parking machine supplier that tenderers need to consider when preparing their tender submissions

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Query 3

Current Cashless Payment App Supplier

The RFT notes that the Council currently operates a cashless parking payment channel, accounting for approximately €75,000 per annum during 2025.

Could the Council please clarify:

3.1 Who is the current provider of the Council's cashless parking payment solution?

3.2 What data migration or transition obligations, if any, will be required from the incoming provider in respect of existing customer accounts and transaction history

Response Query 3.1

The amount quoted in the RFT document relates to cashless payments collected via contactless parking machines. The solution required under this competition is a cashless parking payment app.

Response Query 3.2

As this will be the first cashless parking payment app introduced by Cavan County Council, the Council does not require the migration of any existing customer accounts, or historical parking session data as part of this contract.

Accordingly, tenderers should not make any provision within their proposals or pricing submissions for data migration activities associated with a legacy parking payment system.

The successful Contractor shall, however, provide all necessary required to establish the new parking payment application for use in Cavan town.

Query 4

Parking Locations and Zones

The RFT references on-street and off-street parking across the County Cavan administrative area but does not specify the number or locations of individual parking zones or areas.

Could the Council please provide:

4.1 A full list of parking locations and zones that will fall within the scope of this contract?

4.2 The number of individual parking spaces or bays across each location?

Response Query 4.1

See Clarification 1 Query 7

Response Query 4.2

See Clarification 1 Query 7

Query 5

Council-Branded Application and White Labelling

The RFT states that the Council requires a Council-branded application and that tenderers must propose such a solution.

Could the Council please clarify:

5.1 What level of branding is required — is a white-labelled version of an existing app acceptable, or is a fully bespoke branded application required?

5.2 Will the Council provide brand assets (logo, colour palette, style guide) as part of contract initiation?

5.3 Who will be responsible for the ongoing maintenance and updates of the branded application — the provider or the Council?

5.4 Will the Council-branded application be expected to display only the Council's own car parks and parking locations, or is the Council content for the application to display all available car parks and parking locations within the area, including those not operated by the Council?

Response Query 5.1

See Clarification 1 Query 4

Response Query 5.2

See Clarification 1 Query 4

Response Query 5.3

See Clarification 1 Query 4

Response Query 5.4

See Clarification 1 Query 4

Query 6

Globe Tech Parking Integration

The RFT states that the Council currently uses Globe Tech Parking software for enforcement and requires the incoming cashless solution to integrate with it.

Could the Council please clarify:

6.1 Which specific version of Globe Tech Parking software is currently in use?

6.2 Is a technical API specification or integration documentation available for Globe Tech that can be shared with tenderers prior to submission?

6.3 Will the cost of any integration development required by Globe Tech be borne by the Council or the incoming provider?

Response Query 6.1

Globetech is our Handheld parking enforcement Software where the tickets are issued by Parking Wardens. The app used is the “G Ticket warden app”

Response Query 6.2

The successful Contractor shall be responsible for providing and implementing a solution for the compatible with “G Ticket Warden App” that is fully compatible with GlobeTech's integration requirements.

Response Query 6.3

The successful Contractor shall be responsible for all costs associated with providing, configuring, implementing, testing and supporting a solution that is fully compatible with the Council's GlobeTech parking enforcement system and the G Ticket Warden App. Tenderers should include all such costs within their tendered price

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Query 7

Financial Reporting Format

The RFT requires financial reporting to be split by town and between on-street and off-street, and references a CMI import file or similar integration.

Could the Council please clarify:

1. What financial management system does the Council currently use that requires the CMI import file format?

2. Can the Council provide a sample CMI import file template or specification to assist tenderers in confirming compatibility?

Response Query 7.1

Cavan County Council requires financial reporting to be capable of being categorised by town and by on-street and off-street parking locations. The successful Contractor shall provide reporting outputs in a format that supports the Council's financial reconciliation and reporting requirements.

Response Query 7.2

A sample CMI import file template can be provided to the successful tenderer following contract award, if required.

Query 8

Contract Commencement and Mobilisation Period

The RFT states the contract will commence on 1 January 2027, with an award decision anticipated in September 2026.

Could the Council please clarify:

8.1 What is the expected mobilisation period between contract award and go-live?

8.2 Will a parallel running period with the incumbent provider be required during transition?

Response Query 8.1

The contract award will be in September 2026, the successful Contractor will be expected to undertake all necessary activities, including design, system configuration, branding, testing, training and implementation.

It is Cavan County Council's expectation that the go live date would be of **1 January 2027**

Response Query 8.2

As this will be the first cashless parking payment application introduced by Cavan County Council, the Council a parallel running period will not be required.
