



## **REQUEST FOR TENDER**

**for the**

**Provision of**

**Two Force Platforms for Clinical Gait Analysis**

**for the**

**Central Remedial Clinic (CRC)**



## **CRC Request for Tender 2026**

|                                                 |           |
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### 1. Disclaimer

This document is for information purposes only and does not constitute and shall not be interpreted as an offer for sale, prospectus, or the basis of a contract.

There are four documents relevant to this Request for Tender:

- Request for Tender document
- Appendix 1 – Instructions to Tenderers
- Appendix 2 – CRC Tender Response Document
- Appendix 3 – CRC Pricing Document

It is recommended that tenderers download and read all documents thoroughly.

While all reasonable steps have been taken to ensure that the information set out in the Documents is accurate and up to date, no representation or warranty, express or implied, is or will be made or given in relation to the accuracy or the completeness of any information contained in the Documents or otherwise provided by or on behalf of the Contracting Authority (in writing or otherwise) to any interested party or its advisers.

No responsibility or liability for any loss or damage arising as a result of reliance on these documents, or for the information contained in these documents or for any omission is or will be accepted by the Contracting Authority or by any of its officers, employees, agents or professional advisers.

No officer, employee, agent, or professional adviser of the company has any authority to give or make any representation or warranty, express or implied, in relation to such information.

The Contracting Authority's officers, employees, agents, and professional advisers expressly disclaim any and all liability arising out of such documentation or information and any errors or omissions in or from the documents and information.

The Contracting Authority reserves the right to discontinue the procurement process at any time.



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### 2. Summary

The dates provided below are estimates at the time of publication of the Request for Tender. The Contracting Authority will endeavour to run the process to this timetable, but this cannot be guaranteed.

This is a single stage tender procedure whereby all interested parties may tender, but only those meeting the selection criteria (financial and technical capacity) will be deemed eligible for evaluation against the award criteria.

The Contracting Authority has provided separate Tender Response and Pricing Documents which **must** be used by Tenderers in their responses. These completed documents should be uploaded as a Zip File to protect the integrity of the file names.

Information relating to this Request for Tender, including clarifications and changes, will be published on the Irish Government Procurement Opportunities Portal [www.etenders.gov.ie](http://www.etenders.gov.ie). Registration and use of E-tenders is free of charge. The Contracting Authority accepts no responsibility for information relayed (or not relayed) via third parties.

| Procedure                                | Open Procedure (National)                              |
|------------------------------------------|--------------------------------------------------------|
| eTenders Ref                             | 8845645                                                |
| Issue Date                               | Thursday 13 <sup>th</sup> of August 2026               |
| Closing Date/Time for Queries            | 12:00pm on Tuesday 8 <sup>th</sup> of September 2026   |
| Closing Date/Time for receipt of Tenders | 12:00pm on Thursday 24 <sup>th</sup> of September 2026 |
| Notice of intention to award contract    | 6 <sup>th</sup> of November 2026                       |
| Contracting Authority                    | Central Remedial Clinic                                |



## CRC Request for Tender 2026

|                                                                            |                                                                                                                                                                                                                     |
|----------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Nature of procurement</b>                                               | <b>RFT for the supply, installation, testing and commissioning of two force platforms for clinical gait analysis for the CRC.</b>                                                                                   |
| <b>Type of Contract</b>                                                    | <b>Supplies Contract</b>                                                                                                                                                                                            |
| <b>Contract Duration</b>                                                   | <b>The contract shall commence upon award and remain in force until completion of the supply, installation, testing, commissioning, training, and warranty obligations, anticipated to be a period of 12 months</b> |
| <b>Contract Extension Options</b>                                          | <b>2 months</b>                                                                                                                                                                                                     |
| <b>Maximum number of such extensions, on the same terms and conditions</b> | <b>2</b>                                                                                                                                                                                                            |

### **3. Small and Medium Enterprises**

It is the policy of the Contracting Authority to promote participation by Small and Medium Enterprises (SMEs) on a fair and equal basis.

SMEs are encouraged to explore the possibilities of forming relationships with other SMEs or with larger enterprises to meet the financial, economic or technical capacity requirements of the competition, if required.

Tenderers may include individuals, partnerships, limited companies, groupings or any combination of the foregoing with or without legal personality. However, a grouping, if successful, will be required to establish legal personality to enter the contract/contract.

Tenderers are reminded that they may rely on the resources of other entities to establish the 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.



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### 4. About the Contracting Authority

The Central Remedial Clinic (CRC) is a publicly-funded Section 38 Agency, a registered charity, and a company limited by guarantee. It is a non-residential national service for the care, assessment, treatment and development of children and adults with disabilities.

The CRC works with approximately 4,000 children and adults with disabilities throughout Ireland and has two main centres in Dublin: Clontarf and Clondalkin; two regional centres: Limerick and Waterford. Services are also provided from additional sites in Dublin: Swords, Balbriggan, Ongar, Killester, Hartstown, Firhouse, Raheny, and Clongriffin.

The CRC provides services under 3 main categories: National Specialist Services, Adult Day Services and Children's Services.

The total staff at CRC currently stands at approximately 440.

The successful supplier is expected to align with the Contracting Authority's core values of courage, collaboration, respect, quality, stewardship, and person-centeredness. These values shape all aspects of CRC service delivery, decision-making, and stakeholder engagement. They are embedded in CRC's culture and guide how CRC works with clients, families, staff, and partners. A person-centred approach is fundamental to CRC's day-to-day operations.

Financial accounts are filed annually with the Companies Registration Office. Most of the CRC's income comes from the HSE through service agreements. The CRC is affiliated with The Care Trust DAC for raising income to support the CRC and its related activities.

Information about the CRC including the most recent annual report, accounts and its services can be found on its website: [www.crc.ie](http://www.crc.ie).

# 5. Scope of Requirements

## 1. Overview of General Requirements

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The Contracting Authority is conducting a competitive procurement process for the supply, delivery, and installation of two new force platforms for use in clinical gait analysis within the CRC's gait analysis laboratory. The required equipment must demonstrate proven clinical performance, and be fully compliant with all relevant legislation, standards, and regulatory requirements.

To ensure compatibility with the existing laboratory infrastructure, the force platforms must have **physical dimensions of 600 × 400 × 100 mm** and **be compatible with existing force platform recesses and mounting frames**. These dimensions are mandatory to guarantee full compliance with the spatial constraints of the designated installation area.

The successful tenderer must be able to deliver a solution that meets the following general requirements:

- Integrate effectively with existing motion capture and analysis systems used within the CRC laboratory (CodaMotion), to include associated data acquisition systems and cabling that may be required.
- Provide robust durability suitable for continuous clinical use.
- Be fully appropriate for gait analysis in both paediatric and adult populations.
- Deliver high-accuracy, high-resolution kinetic data consistent with contemporary clinical and research standards.

Suppliers must provide comprehensive technical documentation, evidence of compliance, and details of warranty, maintenance, and support arrangements as part of their submission. Suppliers must provide comprehensive documentation which states how they will arrange for the removal and environmentally compliant disposal of the existing gait laboratory force plates through an authorised waste management provider, with appropriate disposal records provided upon request.

## 2. Context and Background

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The Central Remedial Clinic (CRC) is a not-for-profit organisation dedicated to supporting people with disabilities through the delivery of essential clinical services, advocacy, and community-based programmes. As a national centre of excellence, the CRC provides multidisciplinary care, treatment, and developmental support for individuals with physical disabilities across Ireland.

The CRC Gait Analysis Laboratory is Ireland's only clinical movement analysis laboratory.





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Established in 1989, the laboratory plays a critical role in the assessment and management of complex gait disorders in both children and adults. It is recognised nationally for its contribution to clinical decision-making, particularly in the treatment of cerebral palsy and other neuromuscular conditions.

Operating as an integral part of the CRC's clinical services, the laboratory brings together a multidisciplinary team of physiotherapists, clinical engineers, gait technologists, and medical specialists. The service delivers comprehensive three-dimensional gait analysis, incorporating:

- Motion capture technology (CodaMotion)
- Electromyography (EMG) analysis (Delsys)
- Force Platform kinetic data
- High-definition video analysis
- Clinical examination findings
- Detailed patient history

This integrated approach enables the production of high-quality, evidence-based assessments that inform surgical planning, therapeutic interventions, and long-term management strategies for individuals with mobility impairments.

### 3. Specific Requirements and Scope of Work

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CRC requires an efficient, prompt, value for money service which must be delivered in a timely and responsive manner.

The successful tenderer must be able to provide expert service to CRC on a continuous basis through the term of the contract.

The successful tenderer will be required to work collaboratively with the CRC, under the direction of the CRC Gait Laboratory Team to provide support and expert advice to CRC and to achieve the following objectives:

#### **Objective 1: Delivery of agreed outputs within scope, time and budget**

- All key deliverables (supply, installation, user training and maintenance of two force platforms) must be delivered within the agreed scope and to quality standards defined at project initiation.
- Delays or changes must be clearly communicated 10 calendar days in advance and supported by justifiable reasoning and mitigation plans.
- To ensure compatibility with the existing laboratory infrastructure, the following

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hardware specifications must be met; The force platforms must have **physical dimensions of 600 × 400 × 100 mm** and **be compatible with existing force platform recesses and mounting frames**. These dimensions are mandatory to guarantee full compliance with the spatial constraints of the designated installation area.

- In relation to the installation/Testing/Commissioning: Force plates must integrate effectively with existing motion capture and analysis systems used within the CRC laboratory (CodaMotion), to include associated data acquisition systems and cabling that may be required.
- Suppliers must provide comprehensive documentation which states how they will arrange for the removal and environmentally compliant disposal of the existing gait laboratory force plates through an authorised waste management provider, with appropriate disposal records provided upon request.
- Warranty details should be stated including the required Service level agreement response times, spare parts availability and preventative maintenance schedule if applicable.

### **Objective 2: Develop and deliver a User-Centred Experience**

#### **Summary**

It is a mandatory requirement that the proposed force platforms are designed and engineered with a comprehensive understanding of the clinical, technical, and operational needs of the CRC Gait Analysis Laboratory. The solution must fully support the diverse user groups who rely on accurate, safe, and reliable gait assessment data, including paediatric and adult service users, their families and carers, healthcare professionals and referrers, as well as the CRC's wider network of clinical teams.

#### **Detailed Requirements:**

- The force platforms must minimise operational friction by integrating seamlessly into clinical workflows, including data capture, calibration, reporting and synchronisation with existing motion capture systems utilised by the gait laboratory (CodaMotion).
- Operation of the force platforms must remain intuitive and efficient for all users, whether occasional or frequent operators, and must support clinicians, engineers and technologists with varying levels of technical experience.

#### **Outputs Expected:**

- Documented priority clinical workflows, such as calibration procedures, data capture, synchronisation and analysis.
- Experience and performance principles to guide decisions on usability, integration, safety and data quality.
- Clearly defined user groups, including clinical engineers, gait technologists, clinicians, physiotherapists and researchers.



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- Warranty details and any necessary servicing requirements should be stated including the required Service level agreement response times, spare parts availability and a preventative maintenance schedule if applicable.

### Objective 3: Operational structure and workflow pathways

#### **Summary**

This phase will define the operational structure, workflow pathways, and user interactions required to ensure the force platforms integrate seamlessly into the CRC's clinical gait analysis environment. The focus is on creating a clear, efficient, and intuitive framework that supports clinicians, engineers, and technologists in performing accurate data capture, calibration, synchronisation, and analysis.

The following section will outline how users navigate key tasks, how data flows between systems, and how the force platforms support clinical decision-making. This ensures the equipment is not only technically robust but also aligned with real-world clinical workflows and user needs.

The force platforms must present operational information, controls, and data outputs in a clear, logical, and predictable structure, enabling users to quickly orient themselves and complete key clinical tasks efficiently.

To inform the development of the required information architecture, the successful tenderer must account for the **existing workflows, systems, and clinical processes** within the CRC Gait Analysis Laboratory. These workflows typically include:

- Clinical assessment preparation (patient setup, safety checks)
- Force platform calibration and verification
- Data capture and synchronisation with motion-capture systems (CodaMotion)
- Data processing, review, and export
- Reporting and integration into clinical decision-making

#### **Detailed Requirements:**

- The force platform system must clearly define and present all operational and data-related information, ensuring users can easily locate essential functions (e.g. manufacturers' handbook and guidelines).
- The system must feature a simple and consistent navigation model, supporting efficient access to calibration tools, data capture functions, diagnostics, and system settings.

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### ***Outputs Expected:***

- A comprehensive manufacturer's manual must be provided, clearly detailing all operational procedures, maintenance requirements, and data-related functionalities of the force platform system.
- Detailed description of force platform technical and functional capabilities.

### **Objective 4: Regulatory Compliance Requirements (CE Marking/Medical Device Regulations)**

#### ***Summary:***

All equipment supplied under this Request for Tender must comply fully with the EU Medical Device Regulation (MDR) 2017/745 and all other applicable European and Irish regulatory standards. The successful tenderer must provide clear evidence that the proposed force platform system meets the following mandatory regulatory obligations.

#### **1. CE Marking**

The force platforms must carry a valid CE Mark, confirming conformity with all applicable EU legislation. Suppliers must provide a signed EU Declaration of Conformity, demonstrating compliance with MDR 2017/745 and any relevant harmonised standards.

#### **2. Device Classification**

The manufacturer must confirm the MDR classification of the force platform system in accordance with Annex VIII of MDR 2017/745. Classification must be explicitly stated and justified.

#### **3. Conformity Assessment**

The manufacturer must demonstrate that the device has undergone the appropriate conformity assessment procedure, including Notified Body involvement where required. This must include:

- Evidence of compliance with General Safety and Performance Requirements (GSPRs)
- Complete technical documentation
- Risk management documentation in accordance with ISO 14971
- Electrical and mechanical safety evidence (e.g., IEC 61010, IEC 60601, where applicable)

#### **4. Clinical Evaluation**

A compliant clinical evaluation must be provided, demonstrating that the force platforms perform safely and effectively for clinical gait analysis. This must include:



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- Clinical data supporting measurement accuracy, repeatability, and reliability
- Evidence of performance for use within clinical gait analysis settings
- Validation of integration with motion-capture and analysis systems

### 5. Post-Market Surveillance

The manufacturer must maintain a robust post-market surveillance (PMS) system, including:

- Ongoing monitoring of device performance and safety
- Procedures for incident reporting and corrective actions
- Periodic Safety Update Reports (PSURs), where required

### 6. Documentation to Be Submitted

The tender submission must include:

- EU Declaration of Conformity
- CE Certificate or Notified Body Certificate (if applicable)
- Technical documentation summary
- Clinical evaluation summary
- Post-market surveillance overview
- Manufacturer's manual detailing operational procedures, maintenance, and data-related functionalities

## Objective 5: Durability and Sustainability

### **Summary**

The force platforms must demonstrate exceptional durability, suitable for continuous clinical use in a high-throughput gait analysis laboratory serving both paediatric and adult populations.

In alignment with the CRC's commitment to sustainability, the force platforms must incorporate environmentally responsible design principles, including energy-efficient operation, long-life components, and the use of recyclable or low-impact materials where feasible.

### **Outputs Expected:**

- The system must be engineered to withstand repeated dynamic loading, long-term

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operational stress, and routine calibration without degradation of measurement accuracy or structural integrity.

- Materials, components, and construction methods must be of a standard that ensures long service life, minimal maintenance, and reliable performance under daily clinical conditions.
- Suppliers must outline the device's expected lifespan, maintenance requirements, and end-of-life disposal or recycling options, as well as any initiatives that reduce environmental impact across the product lifecycle. Preference will be given to systems that demonstrate reduced environmental footprint, robust repairability, and sustainable manufacturing practices.

### 4. Key Challenges & Opportunities

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The procurement and implementation of new force platforms for the CRC Gait Analysis Laboratory present several important challenges as well as significant opportunities to enhance clinical service delivery, data quality, and long-term operational efficiency.

#### Key Challenges:

- **Integration with existing systems:** Ensuring seamless compatibility with current motion-capture hardware (CodaMotion), software platforms, and data-processing workflows is essential.
- **Measurement accuracy and consistency:** The force platforms must deliver highly reliable, repeatable kinetic data across paediatric and adult populations, maintaining accuracy over time.
- **Durability under high-frequency use:** The CRC operates a busy clinical service. Force platforms must withstand repeated dynamic loading, long operational hours, and minimal downtime.
- **Regulatory and compliance obligations:** Compliance with MDR 2017/745, CE marking, and relevant standards (ISO 14971, IEC 61010) requires robust documentation and manufacturer assurance.
- **Future-proofing and scalability:** The system must support future upgrades, software enhancements, and evolving clinical and research needs without requiring full system replacement. *For example*, capability with Codamotion (essential) and other motion analysis systems (e.g VICON/Qualsys).

#### Key Opportunities:

- **Enhanced clinical decision-making:** High-precision force platforms will improve the quality of gait analysis data, supporting more accurate diagnosis, surgical planning, and outcome evaluation.



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- **Improved workflow efficiency:** Modern systems offer faster calibration, streamlined data capture, and automated processing, reducing clinician workload and improving throughput.
- **Long-term cost efficiency:** Durable, low-maintenance force platforms reduce lifecycle costs and minimise service interruptions.
- **Sustainability gains:** Energy-efficient designs, long-life components, and recyclable materials support ongoing sustainability commitments.
- **Strengthened research capability:** Advanced measurement capabilities enable more robust clinical research, partnerships, and innovation in gait analysis.

### 5. Tenderer Requirements

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Tenderers must demonstrate relevant achievements, and expertise in the following areas as outlined in the Scope of Work:

- **Proven track record in delivering clinical measurement technologies:** Demonstrated experience supporting the successful deployment of advanced biomechanical/clinical measurement systems, ensuring accuracy, reliability, and long-term credibility within clinical settings.
- **Experience in medical device compliance and safety standards:** Demonstrate a high-level of experience in ensuring that products meet relevant medical device regulations, including MDR 2017/745, ISO 14971 (risk management), and electrical safety standards where applicable (IEC 61010).
- **Minimum 5 years' experience in user-centred systems designed for clinical environments:** Proven ability to design and deliver systems that simplify complex clinical workflows, supporting clinicians, physiotherapists, engineers, and technologists with diverse technical backgrounds.
- **Minimum 5 years' experience delivering high-performance measurement hardware and software:** Demonstrated capability in producing or integrating precision measurement systems with high reliability, low latency, and robust performance under continuous clinical use.
- **Proven expertise in developing clear, accessible technical documentation:** Ability to produce high-quality manuals, operational guides, and data interpretation resources written in clear, accessible language to support all user groups across the CRC.

### 6. Review of Performance

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Supplier performance will be measured by achievement of the objectives of the development and installation of new force platforms for the CRC's gait laboratory, as set out in Section 3 of this RFT: Specific Requirements and Scope of Work. These will be monitored over the term of the contract. The monitoring format will be agreed between the Contracting Authority and the successful tenderer.



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It is expected that the successful tenderer will take a proactive role in monitoring performance with a view to making appropriate recommendations where necessary for continuous improvement.

### 7. Project Timeline & Deliverables

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Tenderers must demonstrate their approach to the delivery, installation, integration, and ongoing support of the force platform system, with reference to the following:

- **Project Timeline:** Tenderers must provide a detailed project timeline or Gantt chart outlining all key phases, milestones, and deadlines associated with the delivery, installation, calibration, integration, testing, and commissioning of the force platforms as set out in this RFT.
- **Reporting and Communication:** Tenderers must outline their proposed approach to project communication, including:
  - How progress updates will be provided to the CRC project team
  - The proposed frequency and format of status meetings (e.g., technical check-ins, progress reports)
  - The process for escalating and managing risks, delays, or technical issues
  - A proposed governance structure or project contact plan identifying key personnel, roles, and responsibilities

### 8. Service Delivery Team

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Tenderers must nominate a core service delivery team led by an experienced client account manager. The proposed team must have the expertise to meet the need and requirements of the CRC, having regard to the nature and scope of the services required. The Team nominated must have the capacity and availability to deliver the required services.

Tenderers must demonstrate how their proposed team has the relevant skills, expertise, experience, capacity and personnel as well as immediate access to all necessary resources (whether in-house or via sub-contractors) to meet the needs and requirements of CRC.

### 9. Account Management

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The tenderer must nominate an account manager who will be the single point-of-contact for the duration of the contract. This person shall have the authority to deal with all matters in relation to the contract and be responsible for the satisfactory





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delivery of the services required.

Responsibilities include:

- Overall responsibility for a good working relationship with the Contracting Authority, including scheduled meetings. Ad hoc meetings may be required
- Satisfactory levels of quality of service in accordance with agreed KPIs
- Preparing management reports and any other reports as required
- Account management
- Deal with disputes, complaints or concerns
- Proactively discuss with the Contracting Authority ways of improving efficiency regarding service delivery in general and providing suggestions for improvement and cost savings
- Proactively discuss with the Contracting Authority ways of increasing sustainability in service delivery and suggest improvements in relation to how they can reduce their carbon footprint in the delivery of the framework without compromising the overall level of service including more sustainable and environmentally friendly product offerings.

### 10. Replacement Personnel

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Notification must be sent in writing as soon as possible to the Contracting Authority on any proposed change of nominated personnel, such change to be subject to the written approval of the Contracting Authority.

Replacement personnel must be of equal or better standing than the personnel originally nominated in terms of qualifications and experience.

### 11. Operational Efficiency

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The proposed force platform system must significantly enhance the operational efficiency of the CRC Gait Analysis Laboratory by supporting fast, reliable, and streamlined clinical workflows.

Tenderers must demonstrate how their solution optimises day-to-day operations, reduces downtime, and enables clinicians, physiotherapists, engineers, and technologists to work with maximum accuracy and minimal friction.

To meet the CRC's operational needs, the system must:

- **Integrate seamlessly with existing laboratory systems and laboratory infrastructure:** The force platforms must interface smoothly with current motion-capture systems (CodaMotion), analysis software, and reporting tools to

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avoid workflow disruption and eliminate redundant steps. To ensure compatibility with the existing laboratory infrastructure, the force platforms must have physical dimensions of 600 × 400 × 100 mm and be compatible with existing force platform recesses and mounting frames. These dimensions are mandatory to guarantee full compliance with the spatial constraints of the designated installation area. Installation must include any associated data acquisition systems and cabling that may be required.

- **Support rapid setup and calibration:** The force platforms must enable quick, repeatable calibration procedures that minimise preparation time and ensure consistent measurement accuracy across all sessions.
- **Enable efficient data capture and processing:** The system must support high-speed data acquisition with minimal latency, allowing clinicians to capture multiple trials efficiently and maintain high patient throughput.
- **Minimise maintenance requirements and downtime:** The equipment must be engineered for durability, with long-life components, straightforward maintenance procedures, and clear diagnostics to support continuous clinical operation.
- **Provide intuitive user interaction:** The system must offer a clear, user-friendly interface that supports both expert and occasional users, reducing training time and minimising operational errors.
- **Support efficient troubleshooting and technical support:** Tenderers must demonstrate robust support structures, including remote diagnostics, timely issue resolution, and clear escalation pathways to ensure uninterrupted service delivery.

### 12. Health & Safety

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The successful tenderer(s) must agree to comply with the terms and conditions of the Contracting Authority's policies and procedures, particularly the Health & Safety Statement, Child Protection Policy, and the Protection of Vulnerable Adults.

### 13. Invoicing

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All official invoices must quote a Contracting Authority purchase order number. Invoices which do not quote the relevant order number will be returned to the supplier. Invoices must show the Tenderer's VAT Number. Value Added Tax shall be itemised separately on each invoice.

### 14. Relying on the standing of other Entities

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SMEs are encouraged to explore the possibilities of forming relationships with other SMEs or with larger enterprises to meet the financial, economic or technical capacity



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requirements of the competition, if required.

Tenderers are reminded that they may rely on the resources of other entities to establish the 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.

### **Consortium/joint venture**

If the tender is from a consortium/joint venture, tenderers must ensure that all the relevant information is provided and where necessary, provide the information requested separately for each party.

The consortium must appoint a single point of contact who will assume overall responsibility for delivery, and who is authorised to sign the contract/contract on behalf of all consortia members.

**The Contracting Authority will only communicate with the nominated point of contact and will not act as an arbitrator between members of consortia.**

## 6. Selection Criteria

The Contracting Authority is using the **Open** procedure for the award of this contract, therefore, while all interested parties may submit a tender, only those demonstrating that they have the required level of financial and technical capacity will have their tender considered.

Tenderers are required to provide the information set out below in the Tender Response Document (TRD), which is based on a self-declaration model.

**Selection Criteria are evaluated on a pass/fail basis.**

### 15. Company Profile

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Tenderers must provide a brief outline of their company profile which demonstrates they are actively engaged in this market space and are an agency capable of procuring force platforms for use within clinical gait analysis settings.

### 16. Use of the European Single Procurement Document (ESPD)

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In accordance with Directive 2014/24/EU, tenderers may have compiled a European Single Procurement Document (ESPD), either electronically via the eESPD on eTenders or as a separate uploaded attachment with the tender response. This will be accepted as evidence of compliance with the relevant sections below, on condition that all self-declared information will be provided promptly on request prior to an award decision.

### 17. General Declarations and Financial Capacity Requirements

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Tenderers are required to provide information on the following in the Tender Response Document. The criteria and rules outlined below are assessed on a pass/fail basis.

Failure to comply with the requirements will result in the tender being considered inadmissible.

#### **General Information**

Contact and general information on the tendering organisation: company name, address and contact details for individual responsible for this tender and company overview as well as information on sub-contractors and consortium members if applicable.

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### **Financial and Economic Standing**

#### ***Tax Compliance***

Confirmation that the tenderer/all parties associated with the tenderer are fully tax compliant. Please refer to the tax rules in the Tender Response Document.

#### ***Financial Capacity***

Tenderers must provide confirmation from auditors or otherwise of annual turnover for the last 3 years in the area of business covered by this RFT. Where the Tenderer is part of a larger group of companies, the details supplied must relate to the Tenderer's company and not those of the parent company

If for valid reasons, a tenderer is unable to provide statements for three years (for example, if the tenderer has not been trading for three years), a statement to this effect must be provided, along with confirmation from auditors or otherwise of annual turnover for the years of trading in the area of business covered by this RFT.

Confirmation of financial standing ensuring the tendering 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 will also be required. Evidence will be required prior to the award of any contract/contract.

### **18. Insurances**

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Confirmation of the following insurances being in place

- Employer's Liability: €13 million
- Public Liability: €6.5 million
- Professional Indemnity: €2.6 million

### **19. Declaration**

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Tenderers must complete the following declarations in the TRD:

- Declaration of Bona Fides as per Art. 57 of Directive 2014/24/EU as implemented by Regulation SI 284 of May 2016
- Article 5K Declaration - EU Regulation 2022/576 on restrictive measures in the Context of Russian Actions in the Ukraine.
- Declaration regarding compliance with relevant statutory obligations. Where tenderers are established and operating outside of the jurisdiction of supply, compliance with equivalent legislation as applicable in the country of establishment/operation is required.

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### **20. Previous Experience**

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Tenderers must demonstrate a minimum of five years' experience in the design, manufacture, installation, and support of clinical-grade force platform systems, to include details of two organisations where similar services have been provided; at least one of these must be a healthcare organisation.

Contract examples should demonstrate experience of projects of similar scale and complexity required in this tender, at least one of which must be a healthcare organisation and one within the public sector.

Tenderers must provide sufficient detail to allow the Contracting Authority to assess the equivalence and relevance of the examples provided; simple affirmation or high-level statements will not be accepted.

### **21. Technical Resources and Capacity**

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Tenderers must demonstrate how their proposed team has the relevant skills, expertise, experience, capacity and personnel as well as immediate access to all necessary resources (whether in-house or via sub-contractors) to meet the needs and requirements of CRC, having regard to the nature and scope of the services required.

If relevant, the Tenderer must name all sub-contractors who may be involved in the contract and detail their responsibilities. Tenderers must also demonstrate that any proposed sub-contractors have the necessary capacity and resources to complete the responsibilities assigned.

### **22. Health & Safety Management System**

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Tenderers must provide information which demonstrates operation of Health & Safety systems and procedures in line with all relevant Safety, Health & Welfare at Work legislation.

It will be a condition of contract that successful tenderers provide the Contracting Authority in advance with a signed copy of their current Health & Safety Policy.

### **23. Quality Assurance Management System**

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Tenderers must provide information which demonstrates a commitment to quality assurance and details of any quality assurance policies and systems, and whether these are externally certified.



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### 7. Award Criteria

Tenderers must submit their responses on the documentation provided by the Contracting Authority, including the Tender Response Document (Appendix 2) and the Price Response Document (Appendix 3)

Only tenders that meet the Selection Criteria and are confirmed as valid and responsive to the specifications set out in this document will be evaluated against the award criteria. Tenderers should ensure that they have submitted sufficient relevant information to allow tender submissions to be assessed under the award criteria set out below.

Tenderers should ensure that they provide detailed information in respect of all aspects of the award criteria, to enable the Contracting Authority to assess fully the extent of their bids.

The contract will be awarded based on the most economically advantageous, compliant tender, taking into account the following award criteria and weightings.

#### 24. Marking System

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All tender submissions will be evaluated in a marking system which weighs Quality and Price at 80% and 20% respectively.

Tenders will be scored out of 100 for each of the Quality Criteria listed below, in accordance with the scoring rules. The score achieved for each Quality Criterion will then be adjusted by the weighting detailed, to select the Most Economically Advantageous Tender. The minimum qualifying mark for each of the award criteria is 70% of the total available mark.

Additional information included as appendices, for example in the form of tables, brochures, graphics, or charts is not permitted in response to the award criteria, unless specifically advised, and will not be reviewed.

Further detail on each criterion below is provided in the following sections.

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| Award Criteria         | Tie Break Rank | Sub-criteria                                  | Weighting | Minimum Qualifying Mark | Page Count Limit |
|------------------------|----------------|-----------------------------------------------|-----------|-------------------------|------------------|
| Quality Criteria (80%) | 1              | A. Understanding the Brief                    | 20%       | 70%                     | 10               |
|                        | 2              | B. Technical Merits of the Proposed Resources | 30%       | 70%                     | 8                |
|                        | 3              | C. Service Delivery Methodology               | 20%       | 70%                     | 8                |
|                        | 4              | D. Environment and Sustainability             | 10%       | 70%                     | 2                |
| Cost (20%)             | N/A            | E. Cost                                       | 20%       | N/A                     | N/A              |
|                        |                | TOTAL                                         | 100%      |                         |                  |

### 25. Criterion A: Understanding the Brief

- Please refer to the Marking System in the RFT for page limits and marks that apply to this section. Any content beyond the limit will not be considered.
- Please refer to Section 5 of this RFT for specific Contracting Authority requirements.

Tenderers must demonstrate that they have a good understanding of the Brief including their insight into the public sector generally, and the Healthcare Sector specifically.

To satisfy this requirement, tenderers must provide a detailed outline of their understanding of and approach to:



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### The Delivery, Integration and Support of Force Platform Systems in the disability and Healthcare sector

- **Identification of key user needs:** A clear analysis of the requirements for key audiences, including children and adult service users, families, carers and healthcare professionals etc. with particular reference to Section 4, Key Challenges and Opportunities.
- **Methodology for simplifying clinical workflows:** Demonstrate how the proposed force platforms seamlessly integrate into the existing motion capture systems/technology employed by the gait laboratory (CodaMotion) and consistently deliver accurate, reliable, and synchronised kinetic data.
- **Evidence of understanding relevant medical device standards/CE Marking:** Tenderers must demonstrate a deep understanding of applicable medical device standards, including MDR 2017/745, ISO 14971 (risk management), IEC 61010 (laboratory electrical safety). Tenderers must explain how compliance with these standards is embedded into the design, manufacture, and support of the force platform system.
- **Understanding of performance requirements:** Tenderers must demonstrate an understanding of the performance requirements essential for high-quality gait analysis, including measurement accuracy, repeatability, low latency, synchronisation with motion-capture systems, and robust calibration processes. Tenderers must also outline how system performance will be validated and maintained over time.
- **Evidence of how the proposed solution meets the objectives outlined in the Scope of Work:** Tenderers must clearly demonstrate how their proposed force platform system meets the objectives set out in the Scope of Work, including clinical accuracy, operational efficiency, durability, sustainability, integration capability, and long-term support.

### Delivering Change and Capacity Building in the Public Sector

- Demonstrate knowledge of working with public or publicly funded organisations (e.g., HSE-funded, voluntary bodies, Section 38/39 agencies).
- Show an approach that builds internal ownership, embeds sustainability, and respects the governance and accountability structures typical in the public and non-profit sectors.

## 26. Criterion B: Technical Merits of the Proposed Resources

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- Please refer to the Marking System in the RFT for page limits and marks that apply to this section. Any content beyond the limit will not be considered.
- Please refer to Section 5 of this RFT for specific Contracting Authority requirements.



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Tenderers must provide details of the team they are proposing to deliver the services. To satisfy this requirement, tenderers must provide the following:

- Reassurance that they have at their disposal effective and efficient technical resources/systems to deliver the requirements as specified by the CRC.
- Proposed Role for each member of the proposed Service Delivery Team
- Comprehensive short form CV's, demonstrating each team member's relevant qualifications, experience and expertise for the role proposed.
- Details of the key point of contact/Account Manager who will be responsible for the on-going management of the account.

Tenderers are required to outline the process that they will employ to nominate replacement personnel if any of the Core Service Delivery team is unavailable.

### **27. Criterion C: Service Delivery Methodology**

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- Please refer to the Marking System in the RFT for page limits and marks that apply to this section. Any content beyond the limit will not be considered.
- Please refer to Section 5 of this RFT for specific Contracting Authority requirements.

Tenderers must demonstrate the methodology employed to engage services and meet agreed response times and CRC Specific Requirements and Scope of Work.

The Tenderer must submit a detailed statement outlining the following:

- A clear and comprehensive methodology for contract and performance management.
- A structured, proven method for delivering services
- Evidence the tenderer can deliver consistently and reliably
- Provides services that are person-centred, responsive, and safe
- Has systems and staff in place to fulfil the requirements of this RFT
- Account management methodology including how tasks are assigned to the service delivery team: Who delivers each part of the service, Staff qualifications, supervision structures, and role clarity,
- Proposal to ensure operational efficiency for the account:
  - Account communications plan.
  - Dispute/Escalation processes
  - 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.



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### 28. Criterion D: Environment and Sustainability

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Please refer to the Marking System in the RFT for page limits and marks that apply to this section. Any content beyond the limit will not be considered.

As part of the Government Plan on Climate Action 2024 and Circular 20-2019, all Government Departments and the public sector are seeking to reduce the environmental impact of the goods and services that they procure.

The Tenderer must submit a detailed statement outlining their proposed procedure for reducing their environmental impact, in particular as it applies to the provision of services provided as part of this contract.

- The Tenderer must provide a statement on how they might introduce innovative solutions to meet sustainability goals.
- Tenders must provide a response as to how they propose to meet ongoing Government requirements for climate action and sustainability, including steps towards a Zero Waste environment.
- The Tenderer must outline how they propose to support CRC in achieving its decarbonisation targets and showing leadership in climate action as set out in Public Sector Climate Action Mandate, which applies across all public sector organisations.

### 29. Criterion E: Cost

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All pricing information for the RFT must be provided in the Tender Pricing Document (Appendix 3) that accompanies the RFT. Additional and/or supplementary documentation, as requested by the RFT, must be uploaded separately to [www.etenders.gov.ie](http://www.etenders.gov.ie).

Tenderers are required to submit a single fixed blended daily rate price. The quoted price shall be that amount which is necessary to carry out all the work required to satisfy the requirements set out in this RFT for the duration of the contract.

Prices tendered must be all-inclusive i.e. including but not limited to all overhead costs, service delivery, administrative, account management, reporting and support costs, travel costs, ancillary costs and all other additional costs/expenses associated with the provision of the Services outlined in this RFT.

All pricing information must be quoted in € (euros) and must exclude VAT.

The prices submitted must remain valid for 12 months from date of award of the contract.

### 30. Scoring Rules for Cost

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Cost submitted on tender submissions will be scored in inverse proportion to the



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maximum score, which will be allocated to the lowest cost valid tender using the following formula:

$$\frac{(\text{Maximum Number of Marks Available} \times \text{Lowest Tendered Overall Cost})}{\text{divided by Tendered Overall Cost of tender under evaluation}}$$

### 31. Scoring Rules for Quality Criteria

Quality criteria will be scored out of 100 in accordance with the scoring rules below:

| Rule                                                                                                                                                                                                                                                          | Range of Marks |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| A response that demonstrates an excellent level of quality, credibility, and understanding of requirements, and provides comprehensive and convincing assurance that the Tenderer will deliver to an excellent standard.                                      | 91 - 100       |
| A response that demonstrates a very good level of quality, credibility, and understanding of requirements and provides assurance that the Tenderer will deliver to a very good standard.                                                                      | 80 - 90        |
| A response that demonstrates a satisfactory level of quality, credibility and understanding of requirements and gives reasonable assurance of delivery to an adequate standard but does not provide sufficiently convincing assurance to award a higher mark. | 60 - 79        |
| A response where reservations exist. Lacks full credibility/convincing detail, and there is a significant risk that the response will not be successful.                                                                                                      | 30 - 59        |
| A response where serious reservations exist. This may be because, for example, insufficient detail is provided, and the response has fundamental flaws, or is seriously inadequate or seriously lacks credibility with a high risk of non-delivery.           | 1 - 29         |
| Response completely fails to address the criterion under consideration.                                                                                                                                                                                       | 0              |



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### 32. Tie Break Rule

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In the event that two or more Tenders receive the same total score, the Tenderer with the highest overall qualitative score (that is, the non-cost related element) shall be deemed to be the most economically advantageous tender.

In the event that two or more Tenderers receive the same total qualitative score, the Tenderer with the highest marks for the first qualitative criterion (identified as Tie Break Rank No. 1 in the next section) will be deemed to be the most economically advantageous tender.

In the unlikely event that the application of this tie-break rule does not result in the most economically advantageous tender, the approach will continue to be applied to each of the criteria in the order set out in paragraph 24 until the most economically advantageous tender can be determined.

***END OF DOCUMENT***