

Ollscoil
Teicneolaíochta
an Atlantaigh

Atlantic
Technological
University



REQUEST FOR TENDER

Title:	ATU 26/300 Request for tender for Consultancy Services to develop a wildfire management plan for Glenveigh National Park, Co. Donegal (re-advertised)
Contracting Authority:	Atlantic Technological University
Procedure:	Accelerated Open
eTenders/OJEU ref:	8847723
Issue Date:	13 th August 2026
Closing Date for Queries:	Thursday 20 th August 2026 @ 16:00
Closing Date for Tender Submission:	Thursday 27 th August 2026 @ 16:00
Submissions and Queries via:	eTenders only

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Disclaimer

This document issued herewith ("the Document") is for information only and does not constitute, and shall not be interpreted as, an offer for sale, prospectus, or the basis of a contract.

Tenderers are recommended to read the documents thoroughly. While all reasonable steps have been taken to ensure that the information set out in the Document 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 Document 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.

Note

Please note that 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. Registration is free of charge and there is no charge for documents. Please note that the Contracting Authority accepts no responsibility for information relayed (or not relayed) via third parties.

The Contracting Authority have provided a Tender Response Document as a separate document for tenderers to use in preparing their response to this tender. This document and format must be used.

1 About the Contracting Authority

1.1 The Contracting Authority

Atlantic Technological University hereinafter referred to as the “Contracting Authority”) is the authority responsible for this procurement.

ATU was established in April 2022 through the merger of GMIT, LYIT and IT Sligo, with the subsequent integration of St Angela’s College in 2023, and is now one of Ireland’s largest multi-campus universities with over 30,000 students and more than 600 programmes from pre-degree to doctoral level and it has 8 research centres. Campuses are distributed across a large geographical region of 25,277 km², covering 36.2% of the national landmass ATU employs 2,250 staff.

As a northern and western multi-campus technological university, ATU is dedicated to enabling sustainable economic, social, and cultural development; connected to our region and with a mindset that reaches far beyond it.

As a Technological University of scale, quality and impact, the University has capacity for collaboration with international partners and ATU graduates have excellent employment potential nationally and internationally.

Further information is available at our corporate website www.atu.ie

1.2 Small and Medium Enterprise participation

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.

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.

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. Relevant information relates to where a tenderer is relying on the resources to qualify (e.g. turnover, manpower, previous experience) and or to deliver contracts. The consortium must appoint a single point of contact who will assume overall responsibility for delivery, and who is authorised to sign the contract on behalf of all consortia members. The Contracting Authority will not act as an arbitrator between members of consortia.

2 Specification of Requirements

2.1 Scope of Requirements under the Contract

Atlantic Technological University (ATU) wishes to procure a suitably qualified consultant to develop a Wildfire Management Plan for Glenveagh National Park, Co Donegal to be supplied and delivered as set out in section 3 of this document.

This plan will be developed in collaboration with numerous stakeholders including, National Parks and Wildlife Service (NPWS), Donegal County Council Fire Service, Coillte, Ulster Wildlife, ATU (Donegal campus), Crichton Carbon Centre Scotland, local community groups, neighbouring landowners and farmers, and other stakeholder interests.

The appointed consultant will be required to prepare a landscape scale wildfire management plan, that delivers appropriate protection for Glenveagh National Park (approx. 16,000ha) including its natural heritage, built heritage, property and people.

2.2 Timeframes

Deliverable timescales for each element of the project are outlined in the sections below.

2.3 Duration of the Contract

The contract will be for a period of 14 months approximately.

The following are the proposed stages and timelines:

Phase 1 completed by **31/01/2027**

Phase 2 delivery of draft wildfire management plan findings and consultation with wildfire management stakeholder group by **15/06/2027**

Delivery of a final detailed wildfire management report by **30/07/2027**

It is envisaged the contract will commence in early September 2026.

The Contracting Authority reserves the right at its sole discretion to extend the contract, for a period of up to 6 months if required, subject to satisfactory performance, budget availability and ongoing business needs.

2.4 Estimated Value for the Contract

It is estimated that maximum spend under this contract will not exceed €100,000 excluding VAT.

It is emphasised, however, that this figure is provided strictly for indicative purposes only as there is no guaranteed expenditure under the contract.

3 Requirements and specifications

3.1 Site Overview and background.

This activity is being delivered under the PEAT+ project and is funded by PEACEPLUS, a programme managed by the Special EU Programmes Body (SEUPB).

PEACEPLUS is a new cross-border funding Programme supported by the European Union, the Government of the United Kingdom of Great Britain and Northern Ireland, the Government of Ireland, and the Northern Ireland Executive. The Programme is designed to support peace and prosperity across Northern Ireland and the border counties of Ireland, building upon the work of the previous PEACE and INTERREG Programmes.

The PEAT+ project, led by Ulster Wildlife in collaboration with cross-border partners, focuses on restoring peatlands across Northern Ireland and Ireland's border counties. This initiative integrates climate action, biodiversity enhancement, and community engagement to reduce emissions from degraded peatlands and increase their carbon capture post-restoration. It also aims to improve biodiversity, protect historical features, and contribute to flood prevention, water quality, and wildfire risk reduction.

Figure 1 - Outline area of Glenveagh National Park, Co Donegal (Blue)



Glenveagh National Park lies in northern Donegal approx. 23km north west of the town of Letterkenny. It is the second largest National Park in Ireland and contains over 16,000 hectares of upland habitats including heath, bog and woodland. The entire Park is designated as both a SAC and SPA. The National Park contains two Statutory Nature Reserves, Lough Barra Bog and Meenachullion Bog, and forms the core area of the Cloghernagore Bog and Glenveagh National Park European Special Area of Conservation (SAC) (Natura site code 002047) and the Derryveagh and Glendowan Mountains European Special Protection Area (SPA) (Natura site code 004039).

However, it should be made clear from the outset that this contract is for the development of a wildfire management plan for the National Park area rather than the entirety of the SAC or SPA.

Large areas of Cloghernagore Bog and Glenveagh National Park SAC and the overlapping Derryveagh and Glendowan Mountains SPA (site code 004039) are state-owned, forming part of the Glenveagh National Park which is managed by the National Parks and Wildlife Service. Qualifying interests for the SAC are listed in Table 1. Special Conservation Interests for the SPA are listed in Table 2.

Glenveagh National Park encompasses approximately 16,500 ha of mountain, lake, heath, bog and woodland habitat. The main visitor hub of the Park includes a visitor centre with interpretive exhibits on nature and a Castle Museum surrounded by 11 ha of historic flower gardens. Annual visitor numbers currently sit at approximately 200,000. The park contains a network of tracks and trails for people of varying abilities. Low-level walking, mountain hiking, cycling and rock climbing are practised in the park year-round. Camping is prohibited in core areas, with a leave-no-trace policy strictly enforced.

The park adopted a woodland strategy in 2023 and is actively working to restore approximately 1,000 ha of native woodland.

<https://www.nationalparks.ie/app/uploads/2024/08/GNP-Woodland-Management-Strategy-PDF-ENG.pdf>

This includes intensive deer culling, the control of sheep grazing (from neighbouring commonages), as well as tree planting. As a result, grazing within the park will not be considered as a tool for fire load suppression. Small areas of historic turf cutting continue within the park boundary and adjacent commonage areas. Several peatland restoration initiatives are underway, namely Buffer+, National Parks and Wildlife Service (NPWS)-funded projects, and this project, Peat+.

From the NPWS Site Synopsis for Cloghernagore Bog and Glenveagh National Park SAC (NPWS 2013a):

“Cloghernagore Bog and Glenveagh National Park SAC is an exceptionally large inland site located in the centre of north-west Donegal. It includes a rich diversity of habitats and landscape features, including mountains, exposed rock and scree, blanket bogs, dry, wet and alpine heath, upland grassland, wet grassland, rivers, lakes, scrub and woodland. The Gweebarra fault bisects the area forming a long valley, orientated north-east to south-west, in which Lough Barra and Lough Veagh (Beagh) are situated. The area is generally mountainous, taking in most of the Derryveagh and Glendowan ranges and including the two highest mountains in Donegal, Errigal (751 m) and Slieve Snaght (678 m). Towards the centre-west of the site are the fine ice-carved cliffs of the Poisoned Glen and Bingorms, which contrast dramatically with the gently undulating expanses of blanket bog in the south-west and north-east of the site. The underlying rock is predominantly granite, with a few intrusive dykes. However, around Errigal the geology is more complex with bands of schists, quartzite, granodiorite and limestone occurring.”

Table 1. Qualifying interests for Cloghernagore Bog and Glenveagh National Park SAC (NPWS 2015a).

Code	Habitat / Species
3110	Oligotrophic waters containing very few minerals of sandy plains (<i>Littorelletalia uniflorae</i>)
3260	Water courses of plain to montane levels with the <i>Ranunculon fluitantis</i> and <i>Callitricho-Batrachion</i> vegetation

4010	Northern Atlantic wet heaths with <i>Erica tetralix</i>
4030	European dry heaths
4060	Alpine and Boreal heaths
6410	<i>Molinia</i> meadows on calcareous, peaty or clayey-silt-laden soils (<i>Molinion caeruleae</i>)
*7130/7130	Active/inactive blanket bogs
7150	Depressions on peat substrates of the <i>Rhynchosporion</i>
91A0	Old sessile oak woods with <i>Ilex</i> and <i>Blechnum</i> in the British Isles
1029	Freshwater pearl mussel (<i>Margaritifera margaritifera</i>)
1106	Salmon (<i>Salmo salar</i>)
1355	Otter (<i>Lutra lutra</i>)
1421	Killarney fern (<i>Trichomanes speciosum</i>)

Table 2. Special Conservation Interests for Derryveagh and Glendowan Mountains SPA (NPWS 2015b).

Bird code	Common name	Scientific name
A001	Red-throated diver	<i>Gavia stellata</i>
A098	Merlin	<i>Falco columbarius</i>
A103	Peregrine	<i>Falco peregrinus</i>
A140	Golden plover	<i>Pluvialis apricaria</i>
A466	Dunlin	<i>Calidris alpina</i>

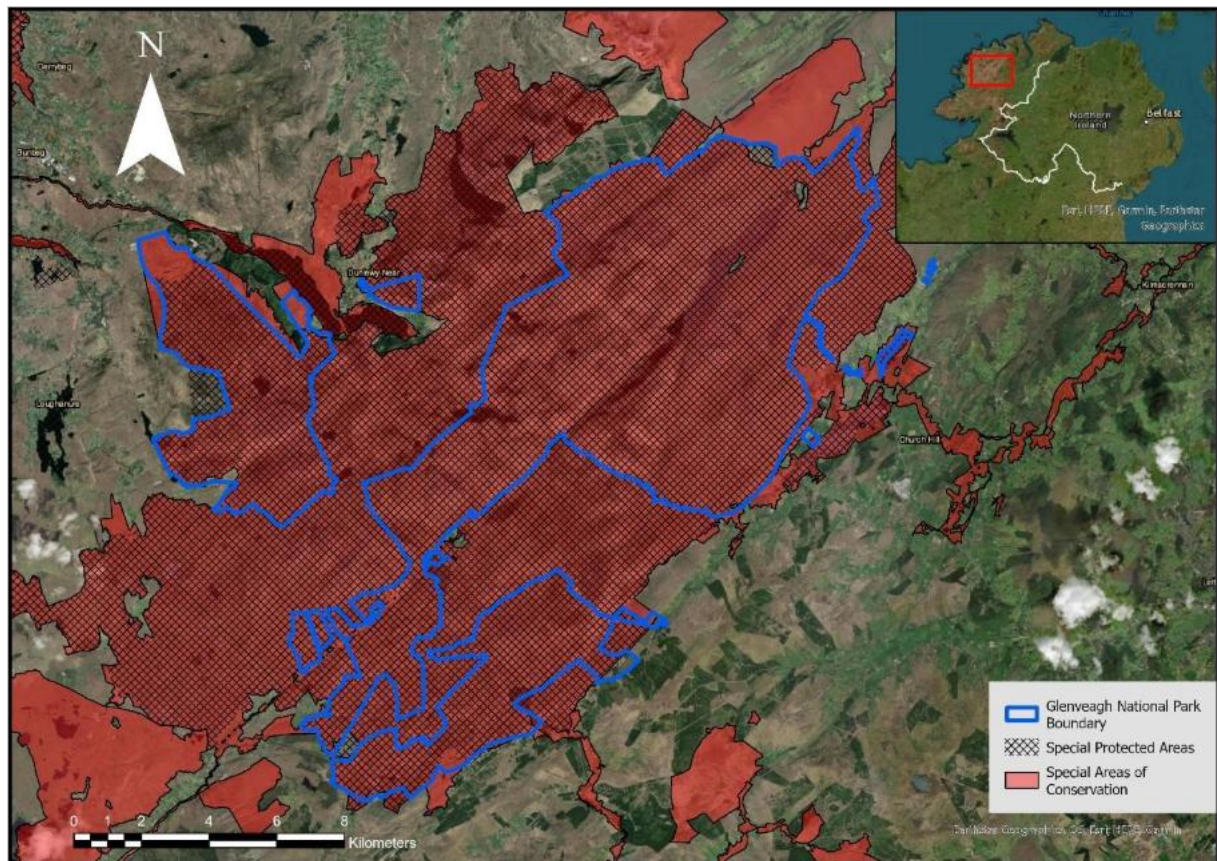


Conservation Objectives available here; https://www.npws.ie/sites/default/files/protected-sites/conservation_objectives/CO002047.pdf

Site Synopsis available here; <https://www.npws.ie/sites/default/files/protected-sites/synopsis/SY002047.pdf>

3.1.1 Glenveagh National Park and Wildfire

Figure 3 – Designated Sites overlapping with Glenveagh national park



The potential risk for a large-scale wildfire event is increased by a number of local factors:

- The National Park's proximity to public roads, particularly the busy R251 which connects Letterkenny to Glenveagh and services the main entrance to the park.
- The main valley of Glenveagh National Park is visited by over 200,000 people each year with this level of foot fall there is an increased risk of associated accidental ignition through careless actions.
- Glenveagh National Park is surrounded by large areas of lands used for hill grazing, some of which have been burnt in the past. Both traditional land management techniques using fire to clear rank vegetation and *Molinia* dominated vegetation from past wildfires pose increased risk to the park

The EU Joint Research Centre (JRC) recently reported that 2022 was the second worst wildfire season across Europe on record. The JRC report noted that Natura 2000 areas were particularly hard hit by wildfires in 2022 with 365,308 hectares of designated lands being damaged across the EU. In the Republic of Ireland, 69 separate wild fire incidents were recorded in 2022, the total land area affected by wildfires was over 3400 hectares, 40% of this area was within Natura 2000 sites.

Wildfires and uncontrolled burning on these sites pose a risk to:

- The unique natural and built heritage of the sites;
- Public safety, given the significant tourism and outdoor recreation within the national park
- Local farm livelihoods;
- Infrastructure, e.g. electricity infrastructure
- Forestry plantations

Glenveagh is one of 8 National Parks in Ireland and the successful creation and implementation of a fire management plan will provide a model for the other National Parks, nature reserves and other actively managed nature conservation areas.

SPECIFIC REQUIREMENTS

1. The consultant will be required to prepare a landscape scale wildfire management plan, that delivers appropriate protection for Glenveagh National Park (approx. 16,000ha) including its natural heritage, built heritage, property and people.
2. Please note it is not a 'theoretical' plan but a site-specific plan that recommends appropriate best practice management techniques to deal with wildfire, as part of a wider suite of upland management prescriptions. Once agreed, this wildfire management plan will be adopted by National Parks and Wildlife Service in order to deliver the recommendations for interventions.
3. A core steering group to include NPWS, ATU Donegal, Coillte, Ulster Wildlife and Donegal County Council Fire Service will inform and advise the consultant throughout this project. This steering group will be regularly consulted during the drafting of the plan and attend site visits with the consultant to discuss potential management options. This consultation process will be important to collect relevant background information and ensure that the recommended management options take account of practical site constraints and the habitats regulations in place for the park and the underlying SAC and SPA.
4. The successful tenderer will have practical experience of implementing techniques to manage wildfire in similar landscapes, to achieve sustainable natural asset management, incorporating designated habitats including Special Area of Conservation (SAC), Area of special scientific interest (ASSI), Site Specific Interest (SSI), Special Protection Area(SPA) or similar and emergency response to wildfire.
5. Successful wildfire management is based on the implementation of sustainable landscape scale management, focused on enhancing wildfire resilience. Any wildfire management plan would seek to identify high risk areas and activities, recommend mitigation and management actions, and model potential fire behaviour using GIS analysis. Though the process behind this plan is comprehensive, the end product should be accessible and actionable, enabling stakeholders to quickly grasp priorities and take meaningful steps. Necessary background and context should be included, with the key actions presented in a clear, practical format that makes implementation straightforward.

Given the wide remits required for this project it is expected that the consultant will require a multidisciplinary team to work on the project.

3.1.1 Objectives

The appointed consultant will be required to:

1. Gather information consult with relevant stakeholders and complete site visits to gain sufficient understanding of local threats and landscape characteristics, to ensure the plan is tailored to the specific needs and conditions of the National Park, SAC and SPA. At least one sit visit is mandatory.
2. Delivery of a dedicated wildfire risk study of Glenveagh National Park, which provides understanding of the current and potential future threats and impact of wildfires on the National Park.
3. Use appropriate modelling and simulation techniques that account for local conditions, fuel load, habitats/vegetation type and landscape characteristics, and production of maps (in GIS format) to illustrate fire risk areas, fire pathways/gateways and location of potential management interventions and mitigation opportunities.
4. Provide advice and prioritised site-specific management recommendations on how to reduce the risk of wildfire and uncontrolled burning within the park and limit their intensity and spread across the National Park. Recommendations provided in the report must consider the SAC and SPA site selection features and their sensitivity and susceptibility to damage from wildfire. Consideration should be given to actions outside the National Park boundary which will have a direct/indirect effect on the risk or impact of wildfire
5. Provide advice on how to support effective wildfire response to wildlife in the National Park including communication amongst stakeholders and site managers.
6. Provide advice on how to improve collaborative approach to wildfire management amongst stakeholders and neighbouring landowners
7. Include recommendations and strategies for improving engagement and education with local communities, stakeholders and interest groups around wildfire in the final Wildfire Management Plan.
8. Provide an accessible wildfire response plan that can be delivered to Donegal County Council Fire Service and the NPWS ranger team to provide a detailed overview on how best to tackle wildfires within the national park to minimise damage.
9. Provide estimated costs for wildfire mitigation works within the national park. This should be provided in table format with unit costs for interventions and overall costs for total intervention areas.

3.1.2 Deliverables

The key activities required from the appointed consultant will include the following:

A. Project Management and Stakeholder Engagement:

- Close working with staff from PEAT+ Project and NPWS including initial site walkovers and progress update once per month (via zoom/teams etc)

- Regular consultation with the core steering group, facilitated by ATU Wildfire Officer, to include site visits with this group to discuss proposed wildfire management options.

Please Note: Dates for meetings, workshops and site visits will be agreed by mutual consent between the successful tenderer and the ATU Wildfire Officer.

B. Phase 1 - Completed by 31/01/27

- Project initiation meeting and provision of project delivery plan for agreement with ATU Donegal, NPWS and Ulster Wildlife, working towards delivery of final wildfire management plan by **30/07/27**.
- Information gathering (e.g. fire history, habitats and species condition assessment reports/maps; climatological data; terrain shape; etc), including stakeholder consultation, initial site visits and desktop literature review. A site visit will be a mandatory element of phase 1 of the project.

Please Note: Where data sharing permissions allow, the PEAT+ Project will provide the relevant datasets it currently has access to. However, it will be the responsibility of the contractor to retrieve all information required and bear the costs for all additional information required to complete this project. Please see Appendix 1 for a non-exhaustive list of datasets that will be made available to the successful tenderer.

- Initial site walkovers and ground truthing to verify information. For example:
 - Current vegetation type and condition.
 - Areas of previous burning
 - Vegetation fuel loading.
 - Landscape features impacting wildfire spread.
 - Existing wildfire precautions.

Please Note: Contractor will provide ATU Donegal with a minimum of 3 weeks' notice prior to site visits to ensure applicable land access agreements are in place.

Report initial findings on fire risk studies to ATU Donegal and core steering group for Phase 1 by 31/01/27.

C. Phase 2 – Completed by 30/06/27

- Use of modelling and simulation techniques to assess fire risk and fire spread dynamics across the site and inform targeted management practices to reduce wildfire incidence and spread. Modelling will take account of local conditions, fuel load and landscape characteristics, and maps will be produced illustrating fire risk areas, fire pathways/gateways and location of potential management interventions. Maps will be provided in editable GIS format to ATU Donegal Wildfire Officer. Management practices shall include clear methodologies for recommended actions as well as mitigation measures, appropriate machinery, tools, or equipment.
- Consultation with core steering group on management recommendations, including site walkovers to discuss proposed management options. A site visit will be required in person. Revision of recommendations as appropriate based on this engagement.

- Delivery of draft wildfire management plan findings and consultation with wildfire management stakeholder group by **15/06/27**
- Delivery of a final detailed wildfire management report by **30/07/27** that meets the contract objectives and includes fire risk areas, fire pathways/gateways and location of potential management interventions, as well as copies of any geospatial datasets sourced or created as part of the contract. The wildfire management plan will also provide an indicative timeline and programme of works for all interventions outlined within the plan.
- Wildfire response plan will be fully produced in a format that allows Donegal County Council Fire Service to implement improved policies and procedures to wildfires in Glenveagh National Park.

4 Contract Management

4.1 Contract Manager

The Contracting Authority requires tenderers to nominate a dedicated contract manager who will act as the main 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 delivery of the services required. The duties of the contract manager will include the following:

- Overall responsibility for a good working relationship with the Contracting Authority
- Provide regular reports on performance as agreed with the Contracting Authority
- Meet as and when required to review and examine performance
- Deal with disputes, complaints or concerns that cannot be adequately resolved
- Proactively discuss with the Contracting Authority ways of improving efficiency regarding service delivery in general and providing suggestions for improvement and cost savings

4.2 Compliance with the Terms and Conditions of the Contract

Award of contract will be conditional upon acceptance of the Contracting Authority's Terms and Conditions as appended at the relevant Appendix.

Tenderers are required to review these terms and conditions and indicate their acceptance thereof as part of their tender submission. Any reservation with regard to these terms should be submitted as a query in accordance with the procedure described in the Instructions to Tenderers (*Section 6*) of this document.

4.3 Award to Runner Up

If, following the award of a contract, the successful tenderer cannot, for whatever reason, deliver the required services to the satisfaction of the Contracting Authority; the Contracting Authority reserves the right to award the contract to the next highest scoring tenderer emerging from the process at any time during the contract tender validity period.

This shall be without prejudice to the right of the Contracting Authority to cancel this competitive process and/or initiate a new contract award procedure at its sole discretion.

5 Selection Criteria

The Contracting Authority is using the **Open** procedure for the award of this contact, 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. In order to demonstrate a tenderer's qualifications, tenderers are required to provide the information set out below in the Tender Response Document (TRD) which is based on a self-declaration model. However, tenderers are required to provide the minimum information required.

5.1 Use of the European Single Procurement Document

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, which will be accepted as evidence of compliance with *Section 4.3* on condition that all information self-declared will be provided promptly on request at any time prior to an award decision.

Relying on the standing of other Entities

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 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.

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 on behalf of all consortia members. The Contracting Authority will not act as an arbitrator between members of consortia.

5.2 General Declarations and Financial Capacity Requirements

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	
Provide 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.	
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 contained in the Tender Response Document.
Financial Capacity	(a) Confirmation that the tendering party turnover exceeded €200,000 during each of the last three years or pro-rata if more recently established firms are tendering – however the firm must have been in existence for at least 6 months. (b) 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. Evidence of both statements will be required prior to the award of any contract.
Insurance	Confirmation of the following insurances being in place:
Insurance Type	Required Level
Employer's Liability	€13 million
Public Liability	€6.5 million
Professional Indemnity	€1.0 million
Declaration	
Complete the Declaration of Bona Fides as per Art. 57 of Directive 2014/24/EU as implemented by Regulation SI 284 of May 2016 and as contained in the Tender Response Document. Complete the Declaration regarding compliance with relevant statutory obligations as contained in the Tender Response Document. 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.	

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.

5.3 Technical Capacity Requirements

Personnel and Skills PASS/FAIL	
Tenderers must provide information which demonstrates access to the minimum number of skilled personnel as indicated below and outlined in the TRD.	
Skillset Required	Minimum Number
Senior Consultant	1
Technical Equipment and Resources PASS/FAIL	
Tenderers must provide information which demonstrates access to the required level of technical resources as indicated below and outlined in the TRD.	
Technical Resource Required	Minimum Requirement
Access to GIS systems to produce maps and imagery	1
Previous Experience PASS/FAIL	
Tenderers must provide information clearly demonstrating successful delivery of two previous comparable projects, involving the features as defined in the RFT and TRD and completed by the tenderer in the previous 10 years. Using the template provided in Appendix 2, Tender Response Document, these examples should be used as the primary way of demonstrating a track record of achievement in delivering wildfire management plan projects of a similar scale and demonstrating the competencies required and overall suitability to tender for this contract. Each example should: • Be no more than two A4 pages in length; • Detail project including; title, client, duration and date of completion, and contract value; • Supply link to the project document if published; • Provide a contact for reference; • Important: The tenderer must provide at least one example of a project that required consideration of wildfire management/burning on similar peatland habitats within an SAC, SPA, RAMSAR, ASSI, SSSI or site of similar conservation designation status. Failure to provide this will result in tender failing criteria 4.3 and not progressing to Award Stage.	
Health & Safety Management System PASS/FAIL	
Tenderers must provide information which demonstrates operation of Health & Safety systems and procedures in line with all relevant Safety, Health & Welfare at Work legislation. Please complete the TRD. Evidence of compliance will be required as condition of contract award.	
Quality Assurance Management System PASS/FAIL	
Tenderers must provide information which demonstrates a commitment to quality assurance and provide details of quality assurance policies and systems and whether externally certified. Please complete the TRD.	

6 Award Criteria

Only tenders which 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 their tenders to be assessed under each of the award criteria set out below.

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

Criterion A	Weighting	Maximum Marks	Minimum Marks 60%
	40%	4000	2400
Title	Approach and Methodology to contract delivery		
Description	Complete the Tender response document indicating a clear outline of the methodology to be used to produce a landscape scale wildfire management for Glenveagh National Park. The response must demonstrate that the proposed methodology will deliver project objectives and deliverables and timelines, as outlined in Section 3, the Specification of this Request for Tender document, and give due consideration for the local landscape characteristics. Response should be no longer than 3 A4 pages.		
Criterion B	Weighting	Maximum Marks	Minimum Marks 60%
	20%	2000	1200
Title	Technical Skills and expertise of proposed team		
Description	Provide details of the proposed team to deliver this contract. Information provided should include qualifications and relevant experience. Please complete Section 5.1 of tender response document.		
Criterion C	Weighting	Maximum Marks	Minimum Marks 60%
	5%	500	300
Title	Environmental and Sustainability considerations		
Description	In line with environmental and sustainability considerations please provide details of your organisation's endeavours to achieve carbon reduction, use of new fuels or technologies and carbon off-setting. Responses should be a maximum of one A4 page only.		
Criterion D	Weighting	Maximum Marks	Minimum Marks 60%
	35%	3500	n/a
Title	Total Cost		
Description	Total cost of service		

Tenderers should ensure in their tenders that they provide detailed information in respect of all aspects of the award criteria as stated above. This will enable the awarding authority to assess fully the extent of their offers.

6.1 Methodology for calculating the Cost Score

The following formula will be applied to the cost score:

The lowest cost tender that also meets all the minimum requirements of the qualitative award criteria will receive the maximum score achievable under this criterion. The scores of the other valid tenders will be calculated using the following formula:

Lowest Cost from a Bona Fide tender	A
Cost for the tender being evaluated	B
Maximum Points available for Cost	C
Formula employed	$\frac{A \times C}{B}$

6.2 Methodology for scoring Qualitative Criteria

Score	Category	Description
90 – 100%	Exceptional	An exceptional response demonstrating extensive understanding offering full assurance to client – fully supported with no reservations.
80 – 89%	Excellent	An excellent response demonstrating excellent understanding offering assurance to client – fully supported.
70 – 79%	Very good	A very good response demonstrating very good understanding offering assurance to client – strongly supported.
65 – 69%	Good	A good response demonstrating good understanding offering assurance to client – well supported.
60-64%	Acceptable	An acceptable response demonstrating a minimum understanding offering assurance to client - satisfactorily supported.
Less than 60% is unacceptable and considered ineligible from further consideration		

Marks in the score ranges outlined above can be awarded where responses so merit additional marks.

6.3 Post Tender Clarification

At the discretion of the Contracting Authority, tenderers may be invited, in writing, to clarify certain aspects of their tender, particularly where information or documentation to be submitted appears to be incomplete or erroneous. However, all such requests will be made in full compliance with the principles of equal treatment and transparency and avoid any distortion of competition.

6.4 Verification

Award of contract may be subject to attendance at a verification meeting. It would be essential that the key personnel assigned to this contract should be available and present at this meeting. If required, tenderers will be notified of the date, time, agenda and format for such meetings as soon as possible.

A visit to the tenderer's premises may be required to clarify any questions or queries regarding the tender offer.

6.5 Clarification of Abnormally Low Tenders

If the Contracting Authority considers the tender submission to be commercially unsustainable or otherwise problematic considering the tendered price or any other financial matter (including proposed indicative hours), the tenderer shall be invited to provide clarification to the Contracting Authority in respect of all elements of the tender submission that the Contracting Authority deems relevant. Any failure to satisfactorily comply with such a request, or to satisfactorily address the Contracting Authority's concerns, may, at the discretion of the Contracting Authority, result in the elimination of the tender in question based on it being considered abnormally low.

6.6 Right to Confirm Suitability

Tenderers should note that the Contracting Authority reserves the right to confirm that the financial and technical capacity of the tenderer is valid and unchanged prior to the award of any contract.

7 Instructions for Tenderers

7.1 Closing Date for Tenders

The closing date for tender submission is specified on the title page.

It is the responsibility of the tenderers to ensure that their tender is complete and is uploaded by the designated deadline. Tenders that are received late or via other means will not be considered in this public procurement competition.

It is important to note that only persons who have downloaded and accepted a document can upload a submission.

7.2 Submission of Tenders

The Contracting Authority is using the postbox facility on eTenders and tender responses must be submitted electronically via the eTenders postbox facility on www.etenders.gov.ie only. Only tenders submitted to the electronic postbox will be accepted. Tenders submitted by any other means (including but not limited to by email, post or hand delivery) will **not** be accepted.

Tenderers must ensure that they give themselves enough time to upload and submit all required documentation before the closing date/time noting the use of the new eTenders platform. Tenderers should consider the fact that upload speeds vary. In order to submit a response to the electronic post-box, please note that you must ensure you have submitted the response completely. It is advisable to familiarise yourself with the new platform prior to the closing date.

Below we provide an overview of the key steps. Please note that the Contracting Authority take no responsibility for these steps being the totality of the steps required as different processes may require different actions.

If in doubt, please ensure you contact the eTenders helpdesk as follows:

Email: irish-eproc-helpdesk@eurodyn.com

Phone: +353-818001459

Accessing documents

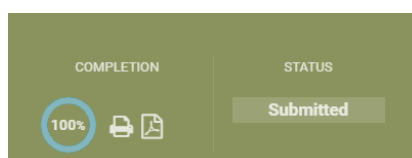
It is important to note that you must ensure you ASSOCIATE your company with this competition in the first instance. To do this you must do the following:

- (a) Log-in to the system;
- (b) Locate the competition using the Advanced Search by Contracting Authority or Resource ID

- (c) Click on the hyperlink for the competition which will bring you to the CFT Workspace
- (d) In the Show CFT Menu for the competition click on the “Expression of Interest” in the drop down menu
- (e) Complete the “Association with the CFT” tab.
- (f) This will then provide you with a link to “Tender” under the Show CFT Menu

Submitting your Response

In responding to a competition without an electronic ESPD, a number of steps are required. The final step involves clicking on a Submit button and receiving the following status:



If you do not receive a message similar to above, you have not submitted your response.

Please note that the screen may say OFFLINE, this is a technical feature of etenders and does not mean you cannot submit. Also please note you may see the percentage field also saying 100% before you submit, this still requires you to go through the submit button.

PLEASE UPLOAD YOUR RESPONSE AS A ZIP FILE TO PROTECT THE INTEGRITY OF FILE NAMES.

7.3 Queries

The closing date for submitting queries is specified on the title page.

All queries regarding this tender should be through the messaging facility on www.etenders.gov.ie, including any omissions which would prevent tenderers from submitting a comprehensive tender. Please submit queries as soon as possible.

In circulating responses, queries will be edited to avoid disclosing the identity of the querist and will be circulated to all parties who have expressed an interest in the procurement on the eTenders website.

7.4 Extension of the Tender Deadline

The Contracting Authority reserves the right, at its sole discretion, to extend the closing date for receipt of tenders by giving notice in writing (by post or electronic means) to all parties who have expressed an interest in the notice via eTenders no later than six days before the original closing date.

Tenderers will be responsible for any costs incurred by them in the event that they are required to attend clarification or other meetings or make a presentation of their proposals.

7.5 Tender Validity Period

To allow sufficient time for tender assessment a tender validity period of 12 months is required, this period commencing on the closing date by which the Tenders are to be returned.

7.6 Discrepancies between Documents

A pdf version of the Request for Tender has been made available on eTenders. This document will be considered as the primary source document in this procurement process, word versions of documents where they are provided are being made available to assist tenderers in responding to the tender competition. Where there is a discrepancy between a pdf version and a word version, the pdf version will take precedence. Tenderers are requested to notify the Contracting Authority immediately of any anomaly. Where applicable the Contracting Authority will issue amended versions.

7.7 Formatting of Tenders / Amending Tender Documents

Tenderers must ensure they use the Tender Response Document (TRD) when preparing their submission.

Tenderers are prohibited from amending any text or content of forms or declarations or templates provided as part of this tender competition in their tender responses. Where amendments have been identified, the Contracting Authority may at its discretion eliminate the tenderer from further consideration. Likewise, failure to use the template documentation provided particularly in relation to costing / pricing may result in tenders being eliminated.

7.8 Collusive Tendering

If any tendering party is found to have, at any time, offered to give or to have agreed to offer or give to any person, any bribe, gift, gratuity, commission or consideration of any kind as an inducement or reward for taking or forbearing to take any action in relation to the obtaining of its tenders, or for showing or forbearing to show any favour or disfavour to any person in relation to its tenders, the bid submitted by such tendering party shall be automatically disqualified and the circumstances surrounding such action shall be referred to the appropriate authority.

7.9 Confidentiality

After the official opening of tenders, information relating to the examination, clarification, evaluation and comparison of Tenders and recommendations will not be disclosed to tenderers or other persons not officially concerned with such process until the award decision with the successful tenderer has been announced and in conformity with national laws.

Tenderers shall treat the details of all documents supplied to them in connection with this contract as private and confidential and shall not disclose the contents to a third party without the permission of the Contracting Authority.

Any effort by the tenderer to influence the Contracting Authority or their staff in the process of examination, clarification, evaluation and comparison of tenders and in decisions concerning the award of the contract may result in the rejection of that tender.

7.10 Clarification of Tenders

The Contracting Authority is entitled, but not obliged, to seek clarification of tenders, including pricing breakdowns in the course of the evaluation process. No change in the price or substance of the tender shall be sought, offered or permitted. To assist in finalising the tender evaluation, selected tenderers may be invited to attend clarification meetings with the Contracting Authority.

7.11 Correction of errors

Detailed pricing of all tenders will be examined for errors that might alter the tender pricing as determined from the figures on the tender form or as between the hard copy and electronic versions of the tender (if applicable). In general, the following approach will be applied to manifest errors - where there is a discrepancy between the unit price and the total amount derived from the multiplication of the unit price and the quantity, the unit price as quoted will normally govern.

The amount stated in the tender form will be adjusted by the Contracting Authority in accordance with the above procedure and, with the agreement of the tenderer, shall be considered as binding upon the tenderer. Without prejudice to the above, a tenderer not accepting the correction of their tender as outlined may have their tender rejected.

Where the Total Quote function has been activated on eTenders and a discrepancy arises between the amount in the Total Quote box and the tender submission, the amount in the tender submission shall take precedence.

7.12 Change in the composition of a Tender

Where a change in composition of a tender arises, this must be notified in writing to the Contracting Authority and formally approved by them.

The Contracting Authority reserves the right, but is not obliged, to disqualify any tenderer that makes any change to its composition after submission of a tender.

7.13 Interference and Inducement to Purchase

Any effort by the tenderer to unduly influence the Contracting Authority, relevant agency personnel or any other relevant persons or bodies in the process of examination, clarification, evaluation and comparison of tenders and in decisions concerning the Award of Contract shall have their tender rejected. The presumptions (including as to any gift, consideration or advantage) and other provisions under the Criminal Justice Act 2018, and all other measures for the time being governing the subject-matter in any applicable jurisdiction, shall be applicable.

7.14 Conflict of Interest

Any conflict of interest involving a tenderer (or tenderers in the event of a consortium bid) must be fully disclosed to the Contracting Authority. Any registrable interest involving the tenderer and the Contracting Authority or employees of the Contracting Authority or their relatives must be fully disclosed in the tender submission or should be communicated to the Contracting Authority immediately upon such information becoming known to the tenderer, in the event of this information only coming to their notice after the submission of a bid and prior to the award of the contract. Failure to disclose a conflict of interest may disqualify a tenderer or invalidate an award of contract, depending on when the conflict of interest comes to light.

7.15 Publicity

Tenderers shall not undertake (or permit to be undertaken) at any time, whether at this stage or after the award of the contract, any publicity activity with any section of the media in relation to this tender/agreement other than with the prior written consent of the Contracting Authority. Such consent shall extend to the content of any publicity. For the purposes of this paragraph, the word “media” includes (but is not limited to) radio, television, newspapers, trade and specialist press, the Internet and email, accessible by the public at large and the representatives of such media.

The Contracting Authority will have the right to publicise or otherwise disclose to any third-party information regarding this process and the agreement.

7.16 Right Not to Award

The Contracting Authority does not bind itself to accept the most economically advantageous tender or any tender. It also reserves the right to accept or reject in whole or in part any or all tenders received, and, in particular, to source the requirement with more than one service provider.

The Request for Tender is issued in good faith; however, the Contracting Authority at its sole discretion shall not be obliged to award a contract or proceed to further stages in the procurement process and reserves the right to cancel the procurement process.

7.17 Notification of Tender Evaluations

All tenderers will be informed of the outcome of their tenders following tender evaluation and any necessary clarifications.

Potential outcomes can be:

- Establishment of Award of Contract
- Letter of Regret
- Decision not to proceed with the Award of Contract

The following information will be provided in the Letter of Regret – name of successful tenderer designate; the applicable standstill period (for EU tenders only); scores of tenderer being notified and that of the successful tenderer; the features and characteristics of the successful tenderer where they scored higher marks in specific criteria.

In the case of EU tenders only, the Contracting Authority will undertake not to award the contract for a period of at least 14 (or whatever period is stated in the notification letters) days from the date of notification of unsuccessful tenderers (‘standstill period’).

7.18 Award Notices

Following the award of contract, an award notice will be dispatched to the Official Journal of the European Union announcing the results of the competition. It should be noted that it is standard practice for the Contracting Authority to include the price of the winning tender or the range of prices of tenders received in the publication of the award notice as required under European procurement rules.

7.19 Policy on Personal Debriefings

Based on the provision of the information to unsuccessful tenderers as outlined above and due to resourcing constraints, the Contracting Authority will not be offering individual debriefing meetings to unsuccessful bidders.

7.20 Copyright

The Contracting Authority will have copyright ownership of any material developed for use by the Contracting Authority under the terms of this tender. The service provider may have a non-exclusive license to use such material but only for its own purposes (to be agreed with the successful tenderer).

7.21 Brand Names, etc.

Please note in relation to this tender document; where reference is made to a particular make, source, process, trademark, type or patent, that this is not to be regarded as a de facto requirement. In all such cases it should be understood that the reference in question is accompanied by the words "or equivalent".

7.22 Environmental Aspects

The Contracting Authority is committed to the principles of environmental management in its activities and it encourages the implementation of sustainability principles in its procurement practices and throughout the delivery of all contracts. ATU would request that any delivery and haulage of goods to its campuses is undertaken by zero emissions vehicles where possible.

7.23 Knowledge and Skills Transfer

It will be a condition of the contract that opportunities for the transfer of skills and/or knowledge from the successful tenderer's staff to the Contracting Authority staff will be availed of during the course of the contract or prior to the handing over of the finished work/product.

7.24 Currency and Payments

The currency and invoices in which all prices and rates shall be tendered, and which payments under the contract will be paid, shall be euro (€).

All prices and rates quoted should be on the basis of both VAT exclusive and VAT inclusive costs, clearly identifying the applicable rate of VAT.

A schedule of payments will be agreed with the successful tenderer and invoices shall be submitted in accordance with the terms agreed with the Contracting Authority.

7.25 Irish Legislation and Law

Tenderers should be aware that national legislation applies in other matters such as Employment, Working Hours, Official Secrets, Data Protection and Health and Safety. Tenderers must have regard to statutory terms relating to minimum pay and to legally binding industrial or sectoral agreements in the Contracting Authority tenders and in delivering contracts awarded to them. The contract(s) awarded on foot of this tender process will be governed by Irish law.

7.26 Anti-Competitive Conduct

Tenderers should take notice of the Competition Act 2002 (as amended, the “2002 Act”), which makes it a criminal offence for tenderers to collude on prices or any other aspects relating to this procurement competition.

7.27 Accessibility / Dignity at Work

The successful tenderer(s) shall comply with all relevant legislation relating to dignity at work. As a public body and employer, the Contracting Authority is committed to a policy of equality of opportunity for all personnel.

In line with the Disability Act 2005, accessibility requirements should be clearly stated in request for tenders / quotations where applicable. Under Section 27 of the Act the Contracting Authority is required to ensure that both the goods supplied, and services provided to it are accessible to persons with disabilities.

7.28 Withholding Tax

Where applicable, payments shall be subject to Irish ‘Professional Services Withholding Tax’ at the prevailing rate (currently at 20%) as laid down by the Revenue Commissioners in Ireland. Non-residents may be able to reclaim such deducted Tax from the Office of the Revenue Commissioners in Ireland, International Claims Section located currently at Government Buildings, Nenagh, Co. Tipperary, Ireland (Tel: +353 (0) 67 63400).

7.29 Freedom of Information

All responses to this Request for Tender will be treated in confidence and no information contained therein will be communicated to any third party without the written permission of the tenderer except insofar as is specifically required for the consideration and evaluation of the response or as may be required under law, including the Freedom of Information Act 2014, EU and Irish Government Procurement Procedures, or in response to questions, debates or other parliamentary procedures in or of the Oireachtas (the Irish Parliament).

Tenderers are asked to consider if any of the information supplied by them in response to this request for tenders should not be disclosed because of its sensitivity. However, any blanket or all-encompassing request for exemption from disclosure is not acceptable; tenderers must identify explicitly any such information and give relevant reasons for considering it to be economically sensitive or confidential in nature. If this is the case, tenderers should specify the information that is sensitive and the reasons for its sensitivity. The Contracting Authority cannot guarantee that any information provided by tenderers, either in response to this tender or in the course of any contract awarded as a result thereof, will not be released pursuant to the Contracting Authority’s obligations under law, including the Freedom of Information Act 2014, or to those under EU and Irish Government Procurement rules. The Contracting Authority accepts no liability whatsoever in respect of any information provided which is subsequently released, or in respect of any consequential damage suffered as a result of such disclosure.

7.30 Late Payment

The Contracting Authority operates in accordance with EU Directive 2011/7/EU on combating Late Payment in commercial Transactions transposed into national legislation as S.I. 580 of 2012 and amended by S.I. No. 281 of 2016.

7.31 Data Protection

“Data Protection Laws” means all applicable national and EU data protection laws, regulations and guidelines including but not limited to Regulation (EU) 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (the “General Data Protection Regulation”), the Data Protection Act, 2018 and any guidelines and codes of practice issued by the Data Protection Commission or other supervisory authority for data protection in Ireland from time to time.

The Contracting Authority will be a Controller (where Controller has the meaning given under the Data Protection Laws) in respect of any Personal Data (where Personal Data has the meaning given under the Data Protection Laws) required to be provided by the tenderer in response to this Request for Tender.

The tenderer, as Controller in respect of any Personal Data provided by it in its tender, is required to confirm by way of statement in the “Declarations” section of the accompanying Tender Response Document that all Data Subjects (where Data Subject has the meaning given under the Data Protection Laws) whose Personal Data is provided by the tenderer have consented to the processing of such Personal Data by the tenderer, the Contracting Authority, the Evaluation Team and the supplier of the eTenders website, for the purposes of the participation of the tenderer in this Competition or that the tenderer otherwise has a legal basis for providing such Personal Data to the Contracting Authority for the purposes of its participation in this Competition.

7.32 Responsibility of Successful Party

As a condition of award, it shall be the successful tenderer’s sole responsibility to ensure they have taken account of all obligations under the Contract including factors which might arise based on the withdrawal of the United Kingdom from membership of the EU.

8 Appendix 1

Non-Exhaustive list of datasets currently available

1. Site Wide Digital Surface Model
Available Resolutions: 25cm, 50cm, 1m, 2m
2. Site Wide Digital Terrain Model
Available Resolutions: 25cm, 50cm 1m, 2m
3. Site Wide Orthographic Imagery
Available Resolution: 5cm
4. Peatland Restoration Site map (Shapefile)
5. Drainage features within restoration sites (Shapefile)