



Ireland West Airport

PRE-QUALIFICATION QUESTIONNAIRE

Award of a Contract for	Ireland West Airport (IWA) Apron Safety Reconfiguration Project – Pre- Qualification
Procedure	Negotiated procedure under Directive 2014/25/EU
Contract Strategy	NEC4 Engineering and Construction Contract with Early Contractor Involvement (ECI)
Etenders Ref	8850422
Issue Date	14 th August 2026
Closing Date for Queries	1 st September 2026
Contact for Queries	Queries must be submitted through the eTenders portal.
Closing Date / Time for receipt of Responses	14 th September 2026
<i>Please note that responses to queries will be issued through the eTenders portal and made available to all Applicants. The identity of the person making a query will not be disclosed when issuing the response. Please note that the Contracting Entity cannot accept responsibility for information relayed, or not relayed, via third parties.</i>	

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1. Introduction

1.1 Purpose of this Document

This Pre-Qualification Questionnaire has been issued to all Applicants to enable the Contracting Entity to assess the Applicant's capability to provide the scope of services required by the Contracting Entity. This document contains information on the scope of the contract and the selection criteria that will be used to assess and rank the Applicant's submission.

It is a requirement that all information requested is provided in full no later than that stated at Appendix 1. A detailed submission timetable and instructions are provided in Appendix 1.

The purpose of this Qualification Questionnaire is to assess the capability, experience and suitability of Applicants to deliver the Works and to participate in a structured Early Contractor Involvement (ECI) phase to optimise delivery.

1.2 Definitions Applicable in this Document

The defined terms as applicable within this document are listed below:

- **Contracting Entity** – Connaught Airport Development Co Ltd (trading as Ireland West Airport Knock)
- **Applicant** – The interested party/parties seeking to qualify for inclusion on the tender list.
- **Qualification Questionnaire (QQ)** – This document and supporting information provided as part of the Negotiated OJEU procedure.
- **Response** – The submission made by the Applicant to the Contracting Entity in response to the requirements of this document.
- **Works** – The activities to be completed to fulfil the requirements of the Contracting Entity (Works Information).
- **Contract** – The Contract for the execution of the Works in accordance with the Works Information.

1.3 Conditions of Submission

By submitting their response, the Applicants agree to the following:

- The Applicant has examined this QQ;
- Any resultant contract awarded shall be governed by Irish Law;
- The Applicant shall keep all information relating to this QQ process confidential and will enter into a non-disclosure agreement if required by the Contracting Entity;
- The Applicant agrees that, if a Consortia / Joint Venture is proposed, the members of the Consortia / Joint Venture will, if appointed, contract in one of the following forms;
 - Contractor / subcontractor(s) relationship; or
 - A single legal entity;

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- The Applicant will advise the Contracting Entity of any changes whatsoever in its status during the Procurement Process and understands that any changes may impact the overall QQ evaluation assessment;
 - The Applicant may be requested to provide further information to support its response to this QQ.

The Contracting Entity is not bound to accept any Response to this QQ that it may receive, and there is no requirement for the Applicant's signature, as submission of a Response shall be deemed as acceptance of the above conditions.

1.4 Applications from Consortia/Joint Ventures

The Contracting Entity welcomes submissions from Consortia/Joint Ventures (JV's). This section sets out guidance to assist Consortia/JV's in submitting their QQ Response and policies which affect Consortia/JV's applying for this contract. The QQ requests information on the Applicant and as such the Consortia/JV should respond in full, covering all member organisations where company specific information is needed, and/or one overall collective response in effect representing the Consortia/JV.

A Consortium/JV is required to specify in its QQ Response its proposed structure, the role of each member, their shareholdings in the Consortium/JV and how the relationships will operate. If a Consortium/JV wishes to change its composition at any time during this Procurement Process, then it may only do so with the prior written consent of the Contracting Entity. A change to composition includes the deletion or addition of any Consortium/JV Member(s) or any change to the shareholdings (or equivalent) of the Consortium/JV Members in the Consortium/JV. In determining whether to consent to the change, the Contracting Entity will evaluate the extent to which the proposed change materially alters the Consortium/JV, for example, whether it will materially affect the Consortium/JV's technical and professional ability and/or economic and financial standing in relation to the Works.

The Contracting Entity reserves the right to require that, if awarded the contract, any Consortium/JV form a legal entity before entering into a Contract and that the agreement among the Consortium/JV members is shown to the Contracting Entity. The Contracting Entity will apply to a Consortium/JV the principle of joint and several liability in relation to obligations to, and rights of, the Contracting Entity. Accordingly, where an Applicant proposes that more than one entity enters into any resultant contract then this will be done on the basis of the joint and several liability of all such Consortium/JV members. Alternatively, where an Applicant proposes to use a special purpose company then the Consortium/JV members (acting as the owners of the special purpose company) will be required to assume joint and several liability for the special purpose company's obligations to the Company, and each member (or its Parent Company if the member is a subsidiary) will be required to provide a guarantee in favour of the Contracting Entity on the basis of joint and several liability.

1.5 Subcontracting

Applicants may rely on the capacity of third parties including other companies within their Business Grouping and/or sub-contractors when describing their total capacity in response to this QQ. Where an Applicant proposes this type of arrangement, it must specify in its Response where the experience, skills or resources represented in the submission are those of a third party.

1.6 Disclaimer

This 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.

Applicants 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 Entity (in writing or otherwise) to any interested party or its advisers.

No responsibility or liability for any loss or damage arising because 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 Entity 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 Entity's officers, employees, agents and professional advisers expressly disclaim all liability arising out of such documentation or information and any errors or omissions in or from the documents and information.

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

1.7 Summary of Applicable OJEU Procurement Process

Contracting Authority:	Connaught Airport Development Co Ltd (trading as Ireland West Airport Knock)
Nature of procurement:	Construction Works
Type:	Works
Procedure:	The Contracting Entity is utilising the negotiated procedure in accordance with Directive 2014/25/EU.
Stage in procedure:	This Qualification Questionnaire forms part of a competitive procurement process. Applicants are invited to submit a response to this Qualification Questionnaire, following which a shortlist of the highest scoring Applicants will be invited to tender. Following evaluation of the Qualification Questionnaire responses, the four highest scoring Applicants will be invited to participate in the Invitation to Negotiate (ITN) stage. In the event of a tie at 4th place, the Contracting Entity reserves the right to shortlist more than four (4) to participate in the ITN stage.

2. About the Contracting Entity and Project

2.1 Contracting Entity

Ireland West Airport is the trading name of Connaught Airport Development Company Limited, located in Co. Mayo, it was established in 1985, and officially opened in 1986 in response to a campaign led by Monsignor James Horan, a local parish priest. From this modest beginning, IWA has grown to be a key channel of connectivity to the region and is now Ireland's largest regional airport, serving c. 834k passengers in 2025.

The current apron design and layout are for all aircraft operating on a self- manoeuvring capacity. The location of Stand 3 is remote from the terminal building, and passengers must walk past any plane on Stand 2 and be conscious of service vehicles in an environment of high noise levels. This is managed currently by stringent measures as set out in the airport's aerodrome manual, the biggest restriction being passengers are not permitted to walk under the wings or fuselage or behind aircraft with engines running.

The Apron was designed to cater for three Boeing 737 Aircraft in 1984 (the B737-200 has a wingspan of 28.35m and a length of 30.58m). The most common aircraft presently operating at Ireland West Airport are the Boeing 737-800w (with winglets – Ryanair), the Airbus A320-200 (Aer Lingus) and the Airbus A321-200. These aircraft are considerably larger than the earlier B737-200.

The current stand configuration cannot accommodate future MAX 10 aircraft, which will be unable to self-manoeuvre off existing stands. The Irish Aviation Authority's 2014 audit also identified the apron as congested, requiring expansion to support traffic growth and meet safety licensing regulations. Additionally, stand 3 negatively affects operations on Stand 1 and 2, creating insufficient clearance between aircraft; for example, B737-800w aircraft can be restricted from accessing adjacent stands or face reduce clearance distances (as low as approximately 4.288m), limiting simultaneous use for B737-800w and A320-200 aircraft.

2.2 Project Description

2.2.1 Overview of Project Works

The scope of works comprises the reconfiguration of three nose-in aircraft stands adjacent to the terminal building to improve apron safety, operational efficiency and passenger routing.

The Works are anticipated to include, but are not limited to, the following elements:

- **Apron Reconfiguration and Geometry**
Reconfiguration of existing stand layout to provide three fully independent Code C stands, eliminating operational constraints associated with the existing arrangement and improving aircraft manoeuvrability.
- **Pavement and Civil Engineering Works**
Construction of new rigid pavement for aircraft stands, flexible pavement works for taxi lane and fillets, and localised rehabilitation and overlay works to existing apron areas.

- **Drainage and De-icing Infrastructure**

Provision of drainage infrastructure, including dedicated de-icing areas with appropriate collection and treatment systems.

- **Airfield Systems and Ancillary Infrastructure**

Integration of airfield ground lighting (AGL), markings, and associated electrical and ducting infrastructure required to support the revised apron layout.

- **Passenger Interface Improvements**

Provision of covered walkways and associated infrastructure to enhance passenger safety and segregation from aircraft and ground operations.

The Works will be delivered within a live operational airport environment and will require careful planning, phasing and coordination to maintain ongoing operations, including aircraft movements, passenger flows and ground service activities. The Works will also be subject to airport security requirements, including Garda vetting, BSAT training, security clearance processes and compliance with all applicable airport access permit requirements.

2.3 Procurement and Delivery Strategy

The Contracting Entity is using the negotiated procedure as defined under Directive 2024/25/EU, which involves a number of stages:

- ***Pre-Qualification Phase (this Phase)***

The Pre-Qualification Phase is being used to short-list the number of potential candidates, depending on the quality of the responses received in response to this questionnaire to be invited to tender. It is anticipated that the four highest scoring Applicants will be invited to participate in the Invitation to Negotiate (ITN) stage. In the event of a tie, the Contracting Entity reserves the right to invite more than four (4) Applicants to participate in the ITN stage.

- ***Invitation to Tender***

Those invited to tender will be issued with a minimum-based specification, award criteria, and pricing documents and invited to submit tenders.

The Contracting Entity will evaluate those tenders against the award criteria and reserves the right to:

- Move straight to ECI without negotiation
- To invite the top-scoring tenderer to a negotiation;
- To apply the successive reduction rule to reduce the number of firms invited to the negotiation phase – based on the initial assessment, the top scoring cluster of scored tenderers could be invited to negotiation or
- To invite all firms to negotiation meetings.

- ***The Negotiation Stage***

Where an invitation to attend a negotiation meeting is issued, it should be noted that all aspects of the tender submitted may be discussed, including costs. Tenderers will be notified in writing where the Contracting Entity wishes to focus the negotiation meeting, bearing in mind it could be on cost only or cost and qualitative aspects, all linked to assessment against the award criteria.

Subsequently, those tenderers will be accorded an opportunity to submit a revised offer, which may or may not be defined as a Best and Final Offer (BAFO). Responses will be assessed against the award criteria.

Following the Negotiation stage, the Contracting Entity intends to identify a Preferred Contractor based on the evaluation of quality and commercial submissions.

The Preferred Contractor will then participate in an Early Contractor Involvement (ECI) phase, the objective of which is to review and optimise the proposed construction methodology, programme, phasing strategy, buildability and overall project delivery approach.

During the ECI phase, the Parties will work collaboratively to identify opportunities for efficiency, risk reduction and value improvement. The Contracting Entity's intention is that any agreed refinements arising from the ECI process will maintain or reduce the tendered cost position and support the development of an agreed delivery solution.

Subject to the successful completion of the ECI phase, the Contracting Entity may proceed to award a fixed-price Works Contract to the Preferred Contractor. The Contracting Entity reserves the right not to proceed to award a Works Contract following completion of the ECI phase.

Further details of the ECI arrangements, commercial structure and proposed contract form will be provided as part of the ITN documentation.

2.4 Project Programme

The Works are expected to commence on site in May 2027.

Due to the operational nature of the airport, the Works are expected to be delivered in a phased manner to maintain safe and continuous airport operations. It is anticipated that the Contractor will be required to maintain a minimum of two operational aircraft stands at all times throughout the construction period.

The current phasing strategy envisages that landside and enabling works, including passenger interface elements such as covered walkways, may be undertaken during the busier summer operational period, with more disruptive airfield works, including apron reconstruction and AGL installation, delivered during the quieter winter months.

An initial phasing strategy will be developed and provided as part of the Contracting Entity's requirements at tender stage. During the Early Contractor Involvement (ECI) phase, the Contractor will be expected to review, refine and optimise the proposed phasing, construction methodology and programme to ensure safe, efficient and operationally compatible delivery of the Works.

MAJOR PROJECT MILESTONES	DELIVERY DATE
Shortlisting of Main Works Contractor Applicants	Late September 2026
Issue of Invitation to Negotiate (ITN)	Early–Mid November 2026
Submission of Initial Tender / Negotiation Phase	December 2026 – January 2027
Early Contractor Involvement (ECI) Stage	February 2027 – March 2027
Main Works Contract Award	Early April 2027
Commencement of Works	May 2027

3. Specification of Requirements

3.1 Introduction and Limitations

This QQ has been prepared and issued to enable the Contracting Entity to evaluate the Applicant’s capability to deliver the main construction works in accordance with the Contracting Entity’s Works Information. The detailed design will be developed and coordinated by the Contracting Entity’s appointed design team. The successful Applicant will be required to engage during the ECI phase to review, challenge and optimise the design from a buildability, Sustainability, programme and cost efficiency perspective.

It is anticipated that a substantially developed design will be provided at tender stage. The ECI phase will focus on buildability review, construction methodology, programme optimisation, and commercial alignment, rather than fundamental design development.

3.2 Related Publications and Notices

This procurement will be advertised in accordance with the requirements of Directive 2014/25/EU. Further details will be included in the Contract Notice.

3.3 Health, Safety and Environment

The project shall be delivered in accordance with the IWA Health, Safety and Environment management system, the Safety, Health and Welfare at Work Act, 2005, all relevant regulations including the Safety, Health and Welfare at Work (Construction) Regulations 2013, as amended and local and national regulatory requirements including IAA and HSA.

The HSE and security objectives for the project are defined as follows:

- Zero lost time accidents.

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- Zero reportable environmental incidents.
 - Total recordable case frequency <2.5 (includes medical treatment and notifiable environmental incidents).
 - Zero aerodrome critical part security breaches.
 - Minimise the impact on the local community, including noise, dust, odour and road traffic.

This shall include vehicle movements on public roads and in third party facilities where the vehicle is being operated as part of the project activity.

3.4 Security

The project shall be undertaken in accordance with the IWA security requirements for working at Ireland West Airport. The successful Applicant will be required to obtain the necessary airside and landside security clearances for all personnel.

3.5 General Description of Scope of Work

To deliver the apron reconfiguration works, the Contracting Entity anticipates that the successful Contractor will provide construction management and delivery services, including Early Contractor Involvement (ECI), to support the safe and efficient execution of the Works within a live operational airport environment.

The scope of the Contractor's services is expected to include, but not be limited to, the following:

- **Early Contractor Involvement (ECI)**
Participation in the ECI phase to review and optimise the Contracting Entity's design, including buildability, construction methodology, phasing strategy, programme and cost efficiency. The Contractor shall not be responsible for primary design development.
- **Construction Planning and Delivery**
Execution of the Works, including detailed construction planning, sequencing, phasing and coordination to maintain ongoing airport operations.
- **Multidisciplinary Coordination**
Coordination of civil, pavement, drainage, airfield ground lighting (AGL), electrical systems, and associated infrastructure, including the management of specialist subcontractors and suppliers.
- **Health, Safety and Environmental Management**
Implementation of project health, safety and environmental requirements during planning and execution, including compliance with all regulatory and airport-specific requirements.
- **Operational Interface Management**
Management of interfaces with airport operations, including aircraft movements, passenger flows, and ground service activities and regulatory requirements, ensuring safe and continuous operation throughout phased construction.

- **Project Controls and Commercial Management**

Management of programme, cost control, risk management and reporting, consistent with NEC4 contract requirements and collaborative working practices.

- **Regulatory Compliance and Assurance**

Delivery of the Works in accordance with applicable aviation and statutory requirements, including EASA, IAA and HSA requirements.

The above scope description is indicative and will be further defined and developed at tender stage.

3.6 Cost and Pricing

The main construction works are expected to utilise the NEC4 Engineering and Construction Contract (ECC) Option A (Priced Contract with Activity Schedule). Further details relating to the pricing and payment mechanism will be provided at tender stage.

3.7 Delivery Constraints

The Works will be delivered within a live operational airport environment, requiring:

- Maintenance of safe aircraft operations at all times
- Control, and or cessation of works during low visibility operations
- Provision, training and management of safety escorts
- Coordination with passenger movement and terminal interfaces
- Phased construction to maintain operational capacity
- Managed access to airside areas and compliance with aviation security requirements

Applicants should ensure that their responses demonstrate relevant experience in managing these constraints.

4. Evaluation Criteria

4.1 Introduction

The QQ Responses shall be evaluated in accordance with the following criteria, which are explained in more detail in this section and in Section 5. The Applicant's responses to the information to be supplied as detailed in Section 5 will be assessed on the selection criteria and scoring methodology detailed therein.

4.2 Conduct of the Negotiated Procedure

The award of this contract is subject to the provisions of Directive 2014/25/EU and is being awarded using the negotiated procedure.

4.3 Mandatory Requirements

Applicants must demonstrate that they meet the mandatory, financial, legal and insurance requirements, by providing a full response to sections 5.1 to 5.4. Applicants who fail to meet the mandatory requirements will not have their Response evaluated further and will be disqualified from this procurement process.

4.4 Qualitative QQ Assessment

To enable the Contracting Entity to evaluate the extent to which an Applicant meets the requirements, the Applicant is required to provide all of the information requested in Section 5. For the purposes of completing a qualitative assessment, the Contracting Entity will utilise the following scoring approach, combined with the corresponding weighting as defined in this Document.

In addition to technical capability, the evaluation will consider the Applicant's demonstrated ability to operate effectively within a multi-disciplinary environment and to administer NEC contracts in a manner consistent with the NEC principles of mutual trust and co-operation.

Higher scores will be awarded to Applicants who demonstrate proactive collaboration, measurable value engineering outcomes, and evidence of open and transparent working practices during pre-construction phases.

Scoring Bands	General Description
Very Good (>80% to 100%)	The response exceeds specifications / expectations
Good (>60% to 79%)	The response fully complies with specifications / expectations
Acceptable (> 40% to 59%)	The response has some acceptable deficiencies when compared with the specification / expectations
Unacceptable (>1% to 39%)	The response has major deficiencies compared to the specification / expectations which represents a significant impact on the ability to meet the Companies requirements.
No Response (0%)	Incomplete or no response received.

For sections relating to capability, experience and contract management (in particular Sections 5.7), responses demonstrating integrated multidisciplinary delivery, effective collaboration, measurable value engineering outcomes and open and transparent commercial practices will be assessed in the upper scoring bands

4.5 Evaluation Criteria

The Applicant's Response will be evaluated by reference to the evaluation criteria as defined in the following table. Applicants must achieve the minimum score specified in each scored criterion (Sections 5.7.1 to 5.7.4). Failure to achieve the minimum score in any individual criterion will result in the Applicant being disqualified from the procurement process.

Ref	Criteria	Weighting	Maximum Score	Minimum Score
5.1	Applicant Details	NA	Pass	Fail
Applicants shall provide the information requested in full. In the event the Applicant fails to respond to all parts of section 5.1 then the Contracting Entity reserves the right to fail the Applicant, and the Applicant's Response shall not be evaluated further.				
5.2	Financial Standing	NA	Pass	Fail
Applicants shall provide the information requested in full. In the event the Applicant fails to respond to all parts of section 5.2, or does not meet the minimum financial criteria specified, then the Contracting Entity reserves the right to fail the Applicant, and the Applicant's Response shall not be evaluated further.				
5.3	Legal Proceedings	NA	Pass	Fail
Applicants shall provide the information requested in full. In the event the Applicant fails to respond to all parts of section 5.3, including the submission of Appendix 2, or is engaged in legal proceedings which in the opinion of the Contracting Entity and in relation to the requirements and conditions stated in section 5.3 are considered not acceptable, then the Contracting Entity reserves the right to fail the Applicant and the Applicant's Response shall not be evaluated further.				
5.4	Insurance	NA	Pass	Fail
Applicants shall provide the information requested in full. In the event the Applicant fails to respond to all parts of section 5.4 or does not provide evidence of minimum insurance levels as required, then the Contracting Entity reserves the right to fail the Applicant, and the Applicant's Response shall not be evaluated further.				
5.5	Health, Safety & Environment	NA	Pass	Fail
Applicants shall provide the information requested in full. In the event the Applicant fails to respond to all parts of section 5.5, then the Contracting Entity reserves the right to fail the Applicant, and the Applicant's Response shall not be evaluated further.				
5.6	Quality	NA	Pass	Fail
An acceptable response shall include evidence of an independently certified quality management system. In the event the Applicant fails to respond to all parts of section 5.6, then the Contracting Entity reserves the right to fail the Applicant, and the Applicant's Response shall not be evaluated further.				

5.7.1	Capability & Experience – Apron Construction	25%	2500	1250
Applicants shall provide the information requested in full. The evaluation shall be directly related to the Applicant's demonstrated experience in delivering integrated apron construction works within a live operational airport environment, including civil engineering, pavement construction, drainage, airfield ground lighting (AGL) and associated electrical systems. An acceptable response is at least two relevant apron or airfield projects delivered within a live commercial airport within the last 7 years. A good response is more than two, and a very good response is more than five projects demonstrating integrated delivery of multidisciplinary airfield works.				
5.7.2	Capability & Experience – Early Contractor Involvement (ECI) and Pre-Construction Experience	25%	2500	1250
The evaluation shall be directly related to the Applicant's demonstrated experience in Early Contractor Involvement (ECI), pre-construction services and collaborative planning activities undertaken prior to commencement of construction works. An acceptable response is at least two relevant projects demonstrating participation in ECI or equivalent pre-construction activities. A good response demonstrates multiple relevant examples and clear evidence of buildability, programme or risk management input. A very good response demonstrates measurable improvements to project outcomes resulting from successful ECI and pre-construction engagement.				
5.7.3	Capability & Experience – Management & Resources	30%	3000	1500
The evaluation shall be directly related to the Applicant's capability to manage and deliver multidisciplinary airfield works, including coordination of civil, pavement, AGL and electrical systems, subcontractors and specialist suppliers within a live operational airport environment. An acceptable response demonstrates an appropriate management structure, suitably experienced key personnel and evidence of successful delivery of at least two comparable projects. A good response demonstrates a well-defined management approach, clear integration of multidisciplinary resources and strong airport delivery experience. A very good response demonstrates extensive experience managing multidisciplinary airport projects, with clearly evidenced management systems, key personnel and organisational arrangements suited to the requirements of the Works.				
5.7.4	Capability & Experience – NEC4 Contract Management	20%	2000	1000
The evaluation shall be directly related to the Applicant's demonstrated NEC4 experience and capability in administering and managing construction works in accordance with NEC principles and processes. An acceptable response is the delivery of at least two construction projects using NEC4 (or equivalent NEC forms) within the last five years. A good response demonstrates effective application of NEC processes, including early warnings, programme management and risk management. A very good response demonstrates extensive NEC experience together with clear evidence of proactive contract administration, successful management of compensation events, programme management and collaborative behaviours consistent with the NEC principle of mutual trust and co-operation. Particular consideration will be given to evidence of proactive contract management, including use of early warnings, risk reduction meetings, programme management and behaviours consistent with the NEC principle of mutual trust and co-operation.				

4.6 Response to QQ Requirements

Applicants should complete the QQ Response document provided. If a Response to this QQ fails to comply in any respect with the requirements set out in this QQ or if the Response is ambiguous, the Contracting Entity shall be entitled at its absolute discretion, (but shall not be obliged):

- a) to reject the submission as non-compliant;
- b) without prejudice to the Contracting Entity's right to reject the submission, to meet with, raise issues and/or seek clarification from the Applicant in respect of the relevant submission;
- c) without prejudice to the Contracting Entity's right to reject the submission, to request the Applicant to provide the Contracting Entity with information or items which have not been provided or have been provided in an incorrect form.

5. Information to be Supplied by Applicant

The Applicant shall provide a response to the following requirements. Failure to submit a satisfactory response or no response may result in the Applicant being disqualified from this procurement process.

5.1 Applicant Details

The Applicant shall provide details pertaining to their proposed organisation, structure and constitution for this procurement process. The details provided will not be used for scoring purposes within this pre-qualification exercise but are a mandatory requirement to provide.

5.1.1 Company Details

Applicants are to supply the following information. In the case of a Consortium/JV, the information should be supplied in respect of all companies, firms or persons in the Consortium/JV. However, the Consortium/JV shall nominate a single point of contact for all for all companies, through which all communication between the Contracting Entity and the Applicant during the process shall be conducted.

- Company Name and Registered Address of Applicant
- Company Registration Number and Country of Registration (where applicable)
- Type of organisation submitting a response i.e. Ltd/plc/JV/Partnership etc.
- Single point of contact details (Sole Applicant or Consortium/JV)
 - Address (if different from Registered Address) and Position
 - Tel/mobile contact number and e-mail address.

5.1.2 Company Structure

Applicants are requested to provide:

- An organogram showing Applicant's Group Structure and position within that Group Structure;
- Details of ownership percentage, parent company and/or holding company;
- Company status i.e. Member of group of companies, ultimate holding company, wholly owned or subsidiary etc;

Note: the word "Group" in the above relates to the structure of the individual company's group, not of the Contractor grouping (Consortium or JV).

5.1.3 Consortium or JV Details

If an Applicant is a Contractor grouping Consortium or JV, then the Applicant is requested to state:

- If the Applicant is or proposes to form a corporate joint venture for the purposes of this contract;

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- If the Applicant intends to form a contractual joint venture with joint & several liability under Irish law between several legal entities;
 - If the Applicant intends to form a Contractor / subcontractor(s) relationship.

If an Applicant is already a Consortium/JV, the Applicant is requested to provide:

- The names of legal entities within the Consortium/JV and shareholders;
- Relevant ownership divisions;
- Details of which Consortium/JV member company would be responsible for each specific service area within the required scope of services.

5.1.4 Reliance on Resources

If the Applicant (or any entity comprising the Applicant) is proposing to rely on the resources of entities with which it is directly or indirectly linked (for example parent or sister company's or sub-contractor's resources), be they financial and/or technical, then the applicant shall:

- Confirm availability of the resources required to perform the Works by way of a letter from the providing entity stating that the entity shall make the resources available should the Applicant be successful, and that shall provide contractual confirmation to the Contracting Entity if required. Supporting financial and/or technical information shall be provided.
- In the event the entity is providing resources with respect to the experience criteria within this procurement process, then the providing entity shall confirm that this experience shall perform the Works as proposed.

5.2 Financial Standing

To participate in this procurement process, the Applicant shall confirm that:

- It has achieved a minimum annual turnover of €10 million in each of the previous three financial years.
- It is financially capable of delivering the Works.
- It is not subject to insolvency, administration, examinership, liquidation, receivership or any analogous proceedings.

The Contracting Entity reserves the right to seek supporting evidence from Applicants at any stage of the procurement process.

5.2.1 Financial Reports

As part of its QQ Response, the Applicant shall provide:

- A signed declaration confirming compliance with the financial standing requirements set out in Section 5.2.
- Confirmation of annual turnover for each of the previous three financial years.

The Contracting Entity reserves the right to request supporting financial information, including audited accounts, credit reports, tax clearance documentation and other evidence of financial standing, from

shortlisted Applicants prior to the Invitation to Negotiate (ITN) stage or at any subsequent stage of the procurement process.

5.2.2 Joint and Several Liability

Applicants consisting of multiple members such as a consortium or JV are required to submit a statement, signed by all relevant parties that they agree to joint and several liability.

5.3 Legal Proceedings

The Contracting Entity shall exclude an Applicant if, to the Contracting Authority's knowledge at the time of the award decision, the Applicant (or any entity comprising the Applicant) has been convicted of one or more of the offences outlined at paragraph (a) of Appendix 2.

The Contracting Entity shall exclude an Applicant if, at the time of the award decision, the Applicant (or any entity comprising the Applicant) is in any one or more of the situations outlined at paragraph (b) of Appendix 2 apply.

All entities comprising the Applicant, and any entities being relied upon, as detailed in the Applicant's response to this QQ, shall individually read, accept, sign and submit the Declaration of Bona Fides contained in Appendix 2 of this QQ. Failure to do so in full may result in the Applicant being rejected on grounds of ineligibility.

In the event that the Applicant (including all constituent entities) has been convicted of any offence outlined at paragraph (a) of Appendix 2 and/or is in any one or more of the situations outlined at paragraph (b) of Appendix 2, then they shall provide a statement providing full details of the offence, conviction and/or the relevant situation.

5.4 Insurance

The Applicant (including all constituent entities) shall provide evidence of their ability to secure for the term of the Works Contract the following insurances and corresponding minimum levels:

- Employer's Liability €13m
- Professional Indemnity €6.5m in the aggregate
- Public Liability - €127m when working Airside
- Contractor's All Risk – appropriate to the scope and value of the Works, to include Demolition, Debris removal and Architects fees.
- Motor Vehicle - (always escorted when driving Airside):
 - Third party property damage: €30 million
 - Third Party Bodily Injury: unlimited

The Applicant(s) shall confirm that their motor insurance policy insures Contractor for airside work.

5.5 Health, Safety and Environment

The Applicant (including all constituent entities) shall provide a response, with supporting evidence where requested, to the following health, safety and environmental management and performance criteria.

Applicants are requested to provide:

- A signed copy of their Safety Statement in compliance with Section 20 of the Safety Health and Welfare at Work Act 2005, or Candidate's national equivalent.
- A copy of their Safety and Environmental Management System certification from a recognised industry body, such as ISO 45001 (Occupational Health and Safety Management Systems) or equivalent.

5.6 Quality

Applicants are requested to provide:

- A statement confirming the utilisation of an independently certified quality management system, or equivalent in-house system quality control process or system, with evidence to support its certification from a national or international recognised certifying body. If an in-house system, please provide scope of the system and details of its operation.

5.7 Capability and Experience

Applicants are requested to respond to the following project-specific capability and experience requirements. Responses should demonstrate the Applicant's ability to deliver integrated apron reconfiguration works within a live operational airport environment.

For the avoidance of doubt, the Contracting Entity is seeking evidence of experience in the coordinated delivery of multidisciplinary airfield works, including civil engineering, pavement construction, drainage, airfield ground lighting (AGL) and associated electrical systems.

Applicants should clearly demonstrate not only relevant project experience, but also their approach to integrating these disciplines, managing operational constraints, and working collaboratively with the Contracting Entity and design team during pre-construction and delivery phases.

Responses shall be limited to 20 A4 pages (total for 5.7.1, 5.7.2, 5.7.3 and 5.7.4 combined).

5.7.1 Apron Construction

Applicants shall provide details of apron reconfiguration / construction projects completed within the last 7 years within a live operational commercial airport environment, within which the Applicant was the PSCS (or equivalent), lead contractor and/or lead specialist subcontractor.

Applicant responsibilities and activities should include:

- Project and construction management of apron works within a live operational environment, executed under restricted possession regimes and/or phased delivery arrangements.

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- Delivery of integrated civil engineering works including pavement construction (rigid and flexible), drainage systems, and associated infrastructure.
 - Delivery and integration of airfield ground lighting (AGL), associated electrical infrastructure, ducting, cabling, and control systems.
 - Coordination of multidisciplinary works including pavement, AGL, electrical systems, drainage and markings within a constrained operational environment.
 - Construction execution planning including sequencing, logistics, safety management, and commissioning.
 - Delivery of associated infrastructure including covered walkways, passenger interface elements and light structural components within an operational airside environment

The Applicant responses shall include the following information:

- A comprehensive and concise description and value of the project, together with start and end dates.
- Client name and referees.
- Roles and responsibilities of the Applicant (or Applicant member).
- Subcontractors and consultants utilised, and their roles and activities performed.
- Contract value and form of contract used.

Particular consideration will be given to experience delivering integrated airfield works involving civil, pavement, AGL and electrical systems within a live operational airport environment, including works undertaken under constrained access, night-time operations, or phased construction conditions.

A maximum of 2 pages shall be provided per project

5.7.2 Early Contractor Involvement (ECI) and Pre-Construction Experience

Applicants shall provide details of two (2) projects completed within the last seven years where they participated in an Early Contractor Involvement (ECI), pre-construction services, contractor engagement or equivalent collaborative phase prior to commencement of construction works.

The purpose of this section is to assess the Applicant's experience of working collaboratively with Clients, Project Managers and design teams during pre-construction phases to improve buildability, programme, phasing, risk management and overall project delivery outcomes.

Applicant responsibilities and activities should include:

- Review of the Works Information and developed design information from a buildability and construction perspective.
- Development and optimisation of construction methodologies, logistics strategies, possession planning and operational interface management.
- Review and optimisation of project programmes and delivery strategies.
- Identification and implementation of value improvement, risk reduction and construction efficiency opportunities.
- Coordination with Clients, Project Managers, Designers and specialist suppliers during pre-construction activities.

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- Contribution to phasing strategies and operational planning within live operational or safety-critical environments.

The Applicant responses shall include the following information (maximum of two projects):

- A comprehensive and concise description and value of the project, together with start and end dates.
- Client name and referees.
- Roles and responsibilities of the Applicant (or Applicant member).
- Description of the ECI, pre-construction or contractor engagement activities undertaken.
- Measurable outcomes achieved, including programme improvements, buildability enhancements, risk reduction initiatives or cost efficiencies.

Particular consideration will be given to experience demonstrating successful participation in ECI or equivalent pre-construction phases, evidence of effective engagement with Clients and design teams, and delivery of measurable improvements to programme, buildability, risk or cost prior to commencement of construction works.

A maximum of 2 pages shall be provided per project.

5.7.3 Management and Resources

Applicants shall provide details of the management structure, systems and resources proposed for the delivery of the Works. The information provided should clearly demonstrate the Applicant's capability to plan, coordinate and manage a multidisciplinary construction project within a live operational airport environment.

The response should include:

- The proposed organisational structure and management approach for the project.
- Details of key personnel and their relevant experience in delivering airfield and apron works.
- Demonstration of experience managing multidisciplinary teams, including civil, pavement, AGL, electrical and associated building / structural elements.
- Approach to coordinating subcontractors and specialist suppliers, including AGL and electrical systems providers.
- Approach to health, safety and environmental management, including interface management with airport operations.
- Approach to programme management, logistics, phasing and operational coordination.
- Approach to commercial and cost management, including integration with ECI processes and collaborative working.

Particular consideration will be given to the Applicant's ability to effectively integrate specialist subcontractors and coordinate multiple workstreams within a constrained, safety-critical and operationally sensitive airport environment.

A maximum of 3A4 Pages shall be provided.

5.7.4 NEC4 Contract Management

Applicants shall provide details of their experience of working under the NEC4 suite of contracts and their capability to deliver construction works within a collaborative contract management environment.

The Applicant responses shall include the following information:

- A detailed description and value of relevant projects, together with start and end dates.
- Client name and referees.
- Roles and responsibilities of the Applicant (or Applicant member).
- Subcontractors and consultants utilised, and their roles and activities performed.
- NEC4 option used and the Applicant's role in contract administration.

APPENDIX 1 – INSTRUCTIONS TO APPLICANTS

(a) Proposed Timescales and QQ Schedule

Refer to table on cover sheet.

(b) Submission of QQ Response

Applicants are required to submit their QQ Response through the eTenders portal by the date and time specified on the cover sheet.

Responses submitted after the stated deadline, submitted by email, or submitted by any other means will not be considered in this procurement process.

The Contracting Entity is not responsible for any technical issues, corruption in electronic documents, upload failures or delays in submission. Applicants are responsible for ensuring that their Response is complete, correctly uploaded and submitted through eTenders before the closing deadline.

In responding to this QQ, Applicants shall respond to each requirement in the order set out in this document. Responses shall be clearly labelled, page numbered and indexed.

Responses must be completed in English.

(c) Queries

All queries regarding this QQ must be submitted through the eTenders portal. Queries submitted by email or by any other means may not be responded to.

Responses to queries will be issued through eTenders and made available to all Applicants to ensure that no party has an unfair advantage over any other.

When issuing responses to queries, the Contracting Entity will take reasonable steps to ensure that the identity of the Applicant raising the query is not disclosed. Applicants should clearly identify any commercially sensitive information included within a query. The Contracting Entity cannot accept responsibility for information relayed, or not relayed, via third parties.

(d) Sufficiency & Accuracy of Response

Applicants are cautioned to check the accuracy of their Response prior to submission. A Response found containing any clerical errors or omissions may, at the sole discretion of the Contracting Entity, be referred to the Applicant for correction. Any subsequent adjustment(s) must be confirmed in writing.

The Contracting Entity reserves the right to disqualify incomplete Responses.

(e) QQ Documents - Ambiguity, Discrepancy, Error, Omission

Applicants 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.

Applicants shall immediately notify the Contracting Entity should they become aware of any ambiguity, discrepancy, error or omission in the QQ. The Contracting Entity will, upon receipt of such notification, issue a clarification in respect of any such ambiguity, discrepancy, error or omission. Such clarification shall then form part of the QQ Documents.

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

(f) Extension of QQ Period

The Contracting Entity reserves the right, at its sole discretion, to extend the closing date for receipt of Responses by giving notice via eTenders to all Applicants no later than six days before the original closing date.

(g) Cost of Preparation of Response

The Contracting Entity will not be liable for any costs, charges or expenses incurred by Applicants in the preparation of their Response or any associated efforts. It is the responsibility of the Applicant to ensure that they are fully aware and understand the requirements as laid down in this document. Applicants will be responsible for any costs incurred by them if they are required to attend clarification or other meetings or make a presentation of their Responses.

(h) Confidentiality

The distribution of the QQ documents is for the sole purpose of obtaining Responses. The distribution does not grant permission or licence to use the documents for any other purpose. Applicants are required to treat the details of all documents supplied in connection with the QQ process as private and confidential.

No Applicant shall disclose that it is submitting a Response, other than on an 'in confidence' basis to those who have a legitimate need to know or those of the Applicant's professional advisers whom the Applicant needs to consult for the purpose of preparing their response and on the basis, that it remains responsible for any disclosure or use made by such persons.

Both the Applicant and the Contracting Entity shall keep confidential all records and information obtained from and provided by the other (including this QQ), unless these are or become of a public nature (other than through the breach of this confidentiality obligation) or are required to be disclosed by any governmental or other regulatory authority, or by a court or other authority of competent jurisdiction. All such records and information shall always be stored in a safe place in order to maintain such confidentiality.

The Applicant shall not release any information, document or article in respect of this QQ or the works which are the subject of it without the prior written approval of the Contracting Entity.

The Contracting Entity shall keep confidential (within the Contracting Entity) all information submitted by or on behalf of the Applicant relating to this procurement process and the Contracting Entity shall not publish or disclose such information to any other party by the Contracting Entity (other than to its professional advisors) unless required to do so by a Court or regulatory body or such information is in the public domain (other than by way of a breach of this section).

(i) Conflict of Interest

Any conflict of interest involving an Applicant (or Applicants in the event of a consortium/JV) must be fully disclosed to the Contracting Entity. Any registrable interest involving the Applicant and the Contracting Entity or employees of the Contracting Entity or their relatives must be fully disclosed in the QQ response or should be communicated to the Contracting Entity immediately upon such information becoming known to the Applicant, 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. The terms 'registrable interest' and 'relative' shall be interpreted as per Section 2 of the Ethics in Public Office Act, 1995. Failure to disclose a conflict of interest may disqualify an Applicant or invalidate an award of contract, depending on when the conflict of interest comes to light.

(j) Freedom of Information Acts

All responses to this QQ will be treated in confidence and no information contained therein will be communicated to any third party without the written permission of the Applicant 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, EU and Irish Government Procurement Procedures, or in response to questions, debates or other parliamentary procedures in or of the Oireachtas (the Irish Parliament).

Applicants are asked to consider if any of the information supplied by them in response to this QQ should not be disclosed because of its sensitivity. If this is the case, Applicants should specify the information that is sensitive and the reasons for 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 Entity cannot guarantee that any information provided by Applicants, either in response to this tender or during any contract awarded as a result thereof, will not be released pursuant to the Contracting Entity's obligations under law, including the Freedom of Information Act 2014, EU and Irish Government Procurement Procedures. The Contracting Entity accepts no liability whatsoever in respect of any information provided which is subsequently released or in respect of any consequential damage suffered because of such disclosure.

(k) Tax Clearance

It will be a condition of award of this contract that the successful Applicant(s) comply with all EU and national tax laws. Applicants are referred to the Irish Revenue web site <http://www.revenue.ie/>. Non-resident Applicants should apply to the Office of the Revenue Commissioners, Non-Resident Tax Clearance Unit, Office of the Collector General, Sarsfield House, Francis Street, Limerick, Ireland; e-mail: nonrestaxclearance@revenue.ie. The Contracting Entity will satisfy themselves that any Applicants being considered for award of a contract are appropriately tax compliant by checking their

status via the online system for which Applicants are requested to provide their Tax Clearance Access Number and Tax Reference Number to facilitate verification. By supplying these numbers Applicants acknowledge and agree that the Contracting Entity has the permission to verify its tax cleared position at any time during the term of the contract.

(l) Withholding Tax

Where applicable, payments shall be subject to Irish 'Relevant Contracts Tax' at the prevailing rate 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: 353-1-6733533).

(m) Irish Legislation and Law

Applicants should be aware that national legislation applies in other matters such as Employment, Working Hours, Official Secrets, Data Protection and Health and Safety. Applicants must have regard to statutory terms relating to minimum pay and to legally binding industrial or sectoral agreements in the Contracting Entity tenders and in delivering contracts awarded to them.

The contract[s] awarded on foot of this procurement process will be governed by Irish law.

(n) Dignity at Work

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

(o) Clarification of Responses

While not being obliged to seek clarifications from Applicants, the Contracting Entity reserves the right, at its absolute discretion, to ask Applicants for clarification or elaboration of their applications to assist in its evaluation of Applications.

However, it is emphasised that the Contracting Authority will not be obliged to seek clarification where any of the essential pass requirements set out in the Qualification Questionnaire have not been met. Therefore, Applicants should pay particular attention to ensure that their applications contain all the required information.

(p) Interference and Inducement to Purchase

Any effort by the Applicant to unduly influence the Contracting Entity, relevant agency personnel or any other relevant persons or bodies in the process of examination, clarification, evaluation and comparison of Responses and in decisions concerning any subsequent Award of Contract shall be eliminated from this procurement process. In accordance with Section 38 of the Ethics in Public Office Act 1995 any money, gift or other consideration from a person holding or seeking to obtain a contract will be deemed to have been paid or given corruptly unless the contrary is proved.

(q) Notification of QQ Evaluations

All Applicants will be informed of the outcome of their Responses following QQ evaluation and any necessary clarifications.

(r) Policy on Personal Debriefings

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

(s) Copyright

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

(t) Brand Names, etc.

Please note in relation to this QQ 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 the reference in question is accompanied by the words "or equivalent".

(u) Right Not to Award

The QQ is issued in good faith; however, the Contracting Entity at its sole discretion shall not be obliged to proceed to further stages in the procurement process and reserves the right to cancel the contract / procurement process at any stage.

(v) Environmental & Sustainability Aspects

The Contracting Entity is committed to the principles of environmental management in its activities, and it encourages the implementation of sustainability principles in its procurement practices. Applicants should make all reasonable efforts to minimise adverse environmental impact in the methods of services delivery and in materials used.

(w) Collusion

If any Applicant 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 Response submitted by such Applicant shall be automatically disqualified and the circumstances surrounding such action shall be referred to the appropriate authority.