

IRELAND - CONSTRUCTION WORK - REQUEST FOR TENDER FOR ROOF REPAIRS AT

AN GRIANAN ADULT EDUCATION COLLEGE/ICA, NEWTOWN, TERMONFECKIN, CO. LOUTH, A92 X9TF
FOR THE COUNTRYWOMEN'S TRUST/IRISH COUNTRYWOMEN'S ASSOCIATION(ICA).

Contract Tender Notice – standard

1. Buyer

1.1 Buyer

Official name: The Countrywomen's Trust/Irish Countrywomen's Association

Legal type of the buyer: Company Limited by Grantee with Charitable Status

Activity of the contracting authority: Social and community services with Education and research

2. Procedure

2.1 Procedure

Title: Request for Tender for Roof Repairs at the [An Grianan Adult Education College/ICA, Newtown, Termonfeckin, Co. Louth, A92 X9TF](#) for The Countrywomen's Trust/Irish Countrywomen's Association.

Description: This tender is for roof repairs set out in four lots to include re-slating, repair of timbers, new lead flashing, roof valley repair works, repair of interior damaged ceiling areas and renewal of rainwater goods, annual maintenance for three years on walls, roofs & rainwater systems for complex.

Note 1: that this project is subject to funding.

Note 2: also, that tenders may be allocated ***in one or more lots subject to funding*** and tenderer should price separately and may also price collectively. This must be clearly specified in the tender response.

Note 3: All tenderers must visit the complex/site to satisfy themselves on what's included and confirming site realities; they need to assess the current condition, scope, potential challenges (like access, existing services, structural elements), to accurately price the work. For access in advance of tendering contact manager@an-grianan.ie for appointment.

Note 4: confirmation of a site visit will be a condition of tendering.

For all information please refer to below Appendices A, B, C, D available for download from www.ica.ie "**Resource ID Tender 001-2026 Roof Repairs & Maintenance Contract**". Tenders must associate themselves with this competition in order to, ask and receive clarifications and submit a tender response. Please note at all submissions must be in a pdf file format.

Procedure identifier: <https://www.ica.ie/news/request-for-tender-for-roof-repairs-at-the-an-grianan-adult-education-college-ica-newtown-termonfeckin-co-louth-a92-x9tf-for-the-countrywomens-trust-irish-countrywomens-associat/> "**Resource ID Tender 001-2026 Roof Repairs & Maintenance Contract**"

Type of procedure: Open

The procedure is accelerated: No

2.2 Purpose

Nature of the contract: Works

Main classification: Construction work

Additional classification: Roof-slating work

Additional classification: Roof repair and maintenance work

Additional classification: Roof repair

Additional classification: Renewal of rainwater goods.

Additional classification: Roof works and other special trade construction works; (New lead flashing **and** roof valley repair works).

Additional classification: Maintenance and refurbishment requirements relating to all roof installations in all buildings for 3 years, with an option for a further two subject to satisfactory works.

2.3 Value

Estimated value excluding VAT: 400,000 EUR

3. General information

Legal basis:

Directive 2014/24/EU

4. Lots Summary:

The complex consists of a variety of buildings with various roof types, of varying ages, different construction, with different heights, surface finish materials, structural make up, plant and equipment, access routes and safety systems. Access to any roof is controlled by an Grianán Management/Maintenance Office.

The tender consists of four lots ref Figure 1 & Figure 2 below:

Lot 1 (*Sewing Room Roof*),

Lot 2 (*Newtown House Central Atrium Roof*),

Lot 3 (*Kellogg's' Hal Roof*).

Lot 4 (*Annual Maintenance Contract for Complete Complex Roof, Walls & Rainwater.*).



Figure 1 An Grianán Adult Education College Complex Lot 1 (Sewing Room), Lot 2 (Newtown House Central Atrium), Lot 3 (Kellogg's' Hall),



Figure 2 An Grianán Adult Education College Complex Lot 4 Annual Maintenance Contract for Complete Complex Roof, Walls & Rainwater.

4.1 Lot: LOT-1 Sewing Room Roof

Title: Request for Tender for Roof Repairs at the [An Grianan Adult Education College/ICA, Newtown, Termonfeckin, Co. Louth, A92 X9TF](https://www.google.com/maps/place/An+Grianan+ICA/@53.7546383,-6.2645566,557m/data=!3m2!1e3!4b1!4m6!3m5!1s0x4867300fa026a6cf:0xe871cb7102b77804!8m2!3d53.7546383!4d-6.2645566!16s%2Fq%2F11c1q8swz7?entry=tu&q_ep=EgoyMDI2MDEwNy4wIjKXMDSoKLDEwMDc5MjA3MUgBUAM%3D)¹

Description: This tender is for roof repairs to the **Sewing Room Roof** to include re-slating, repair of timbers, new lead flashing, and renewal of rainwater goods.

Note 1: that this project is subject to funding.

Note 3: All tenderers must visit the complex/site to satisfy themselves on what's included and confirming site realities; they need to assess the current condition, scope, potential challenges (like access, existing services, structural elements), to accurately price the work. For access in advance of tendering contact manager@an-grianan.ie for appointment.

Note 4: confirmation of a site visit will be a condition of tendering.

Lot 1; Nature of the contract: Works

- **Main classification:** Construction work
- **Additional classification:** Roof-slating work
- **Additional classification:** Roof repair and maintenance work
- **Additional classification:** Roof repair.
- **Additional classification:** Renewal of rainwater goods.
- **Additional classification:** Roof works and other special trade construction works; (New lead flashing and roof valley repair works).

Works include but are not limited to the following work items as outlined in figure 3 below;

¹ https://www.google.com/maps/place/An+Grianan+ICA/@53.7546383,-6.2645566,557m/data=!3m2!1e3!4b1!4m6!3m5!1s0x4867300fa026a6cf:0xe871cb7102b77804!8m2!3d53.7546383!4d-6.2645566!16s%2Fq%2F11c1q8swz7?entry=tu&q_ep=EgoyMDI2MDEwNy4wIjKXMDSoKLDEwMDc5MjA3MUgBUAM%3D

LOT 1: Sewing Room Roof -Work Items; ref Figure 3 & Figure 4 8 m long, 3.3m wide and 2.7 m high	Cost Estimate	Comment
Supply & erect of scaffolding & site fencing, gable edge handrail.		
Removal of existing roof tiles/slates, battens, felt and works to but not limited to the following; a. fascia, b. soffit, c. bargeboards, d. gutter pipes, e. down pipes, f. roof tiles/slates g. ridge tiles h. roofing felt j. attic insulation k. joists and rafters		
Check existing roof timbers for suitability for re-use; and/or necessary replacement and/or treatment with organic solvent.		
Supply of new roof battens, breathable roofing felt,		
New roof slates, (type to be included)		
1 no new double velux window Flashing kits,		
Flashings for roof vents.		
Above fascia vents.		
Vented ridge roll fitted		
Gable edge profile trim.		
Gable ends of building fitted with new flashing, fascia etc..		
Fit Mineral wool insulation		
Fascia, soffit, gutter, downpipes removed and replaced with new. (Full Building); Where new gutters are to connect to existing gutters on an adjoining property the contractor is to use a gutter of the same shape/ style to ensure a watertight connection.		
Optional Extras		
Removal offsite for proper disposal of any/all waste in accordance with waste management act and cleaning site and leaving in proper state.		
Preliminaries		
Total Tender Sum		
Subtotal Excluding VAT		
Add VAT @ 13.5%		
Total Including VAT		

Figure 3 Pricing Document Details-Works to be costed to include but are not limited to the following work items;

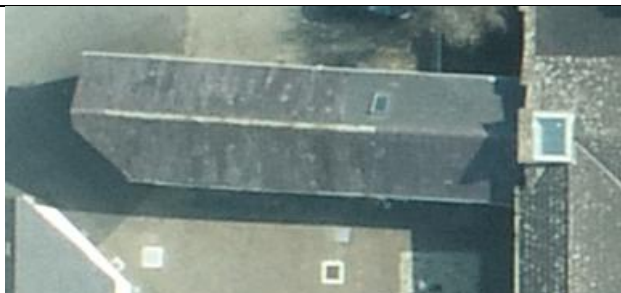
Lot 1-Sewing Room, A-roof construction, slates and timber rafters one free standing gable with one gable attached to end wall kitchen: one skylight.	Roof replacement Area of building 8 m long, 3.3m wide (and 2.7 m high)
	
	
Ref also "Guidance on Timber Roof trusses 20-05-2020" Part A Building Regulations- https://www.gov.ie/en/department-of-housing-local-government-and-heritage/collections/technical-guidance-documents/#technical-guidance-document-a-structure	The moisture content of timber at erection and in service shall not exceed the requirements of Eurocode 5 Clause 2.3.1.3 Max 20% on Site. Timber shall not be exposed to conditions likely to increase moisture content or otherwise induce deterioration.

Figure 4 Lot 1 Sewing Room Roof Repair

4.2 Lot: LOT-2 Newtown House Central Atrium Roof

Title: Request for Tender for Roof Repairs at the [An Grianan Adult Education College/ICA, Newtown, Termonfeckin, Co. Louth, A92 X9TF](#)²

Description: This tender is for roof repairs to the **Newtown House Central Atrium Roof** to include re-slating, repair of timbers, new lead flashing with increased width to accommodate increased 21st century design rainfall, and renewal/repair/cleaning of rainwater goods.

Note 1: that this project is subject to funding.

Note 3: All tenderers must visit the complex/site to satisfy themselves on what's included and confirming site realities; they need to assess the current condition, scope, potential challenges (like access, existing services, structural elements), to accurately price the work. For access in advance of tendering contact manager@an-grianan.ie for appointment.

Note 4: confirmation of a site visit will be a condition of tendering.

Lot 1; Nature of the contract: Works

- **Main classification:** Construction work
- **Additional classification:** Roof-slating work as necessary
- **Additional classification:** Roof repair and maintenance work
- **Additional classification:** Roof repair.
- **Additional classification:** Renewal of rainwater goods.
- **Additional classification:** Roof works and other special trade construction works; (New lead flashing and roof valley repair works).

Works include but are not limited to the following work items as outlined in figure 5 below;

² https://www.google.com/maps/place/An+Grianan+ICA/@53.7546383,-6.2645566,557m/data=!3m2!1e3!4b1!4m6!3m5!1s0x4867300fa026a6cf:0xe871cb7102b77804!8m2!3d53.7546383!4d-6.2645566!16s%2Fq%2F11c1q8swz7?entry=ttu&q_ep=EgoyMDI2MDEwNy4wIjKXMDSoKLDEwMDc5MjA3MUgBUAM%3D

LOT 2; Newtown House Atrium Roof-Work Items; ref Figure 5 & Figure 6	Cost Estimate	Comment
Preliminaries (methodology to access atrium, for repair works and transport works materials including tools to roof and waste materials to be disposed of in accordance with waste management act). Access to be discussed as part of site visit-can be accessed from inside building.		
Repair/Removal of existing roof tiles/slates, battens, felt.		
Check existing roof timbers, including valley boards, for suitability for re-use; and/or necessary replacement and/or treatment with organic solvent.		
Supply of new roof battens, breathable roofing felt, as required		
New roof slates, (type to be included) if required.		
Flashings for roof vents.		
Fit Mineral wool insulation		
Optional Extras		
Repairs to interior Ceiling		
Check all rainwater disposal systems from atrium -video included 01. Gully2_DS_11112025-Atrium An Grianán Adult Education College³ 02. 02. Gully2 Gully1 US 11112025 Atrium An Grianán Adult Education College⁴ and report <i>An_Grianan_Termonfeckin_Co_Louth_November_2025, MSCC5 Sewers & Drainage GB (SRM5 Scoring). Video available upon request.</i> and replace/repair as necessary. Where new gutters/downpipes are to connect to existing gutters/downpipes on an adjoining property the contractor is to use a gutter/downpipe of the same shape/ style to ensure a watertight connection.		
Removal offsite for proper disposal of any/all waste in accordance with waste management act and cleaning site and leaving in proper state.		
Preliminaries		
Total Tender Sum		
Subtotal Excluding VAT		
Add VAT @ 13.5%		
Total Including VAT		

Figure 5 Pricing Document Details-Works to be costed to include but are not limited to the following work items

LOT-2 Newtown House Central Atrium ➤ Replacing lead valleys with wider strips, ensuring the correct installation practices, i.e., proper falls and welts, to prevent rainwater pooling to such an extent that it can cause leaks (atrium or other roof areas) by flowing under slates and over the flashing. Allow for proper drainage and thermal movement of the material. ➤ Alternatives for lead valleys will also be considered. Standard Installation procedure to be submitted with tender for lead replacement. The standard installation	Roof/valley/drainage/ repair Area of building (Whole House area is 64m by 87m) Key Installation Principles ➤ Correct Fall: ➤ Adequate Width and Material: ➤ Proper Lengths and Overlaps: ➤ Fixing Method: ➤ Upstands and Welts: ensuring installation over a continuous, smooth, and adequately ventilated substrate (valley boards) with a suitable underlay (like geotextile) to prevent abrasion and condensation. ➤ Check valley boards for reuse.
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³ <https://studio.youtube.com/video/rZBx2XUUEec/edit>

⁴ https://www.youtube.com/watch?v=1_q5FkbiNAM

procedure should include but is not limited to the following key installation principles.

The moisture content of timber at erection and in service shall not exceed the requirements of Eurocode 5 Clause 2.3.1.3 Max 20% on Site. Timber shall not be exposed to conditions likely to increase moisture content or otherwise induce deterioration.

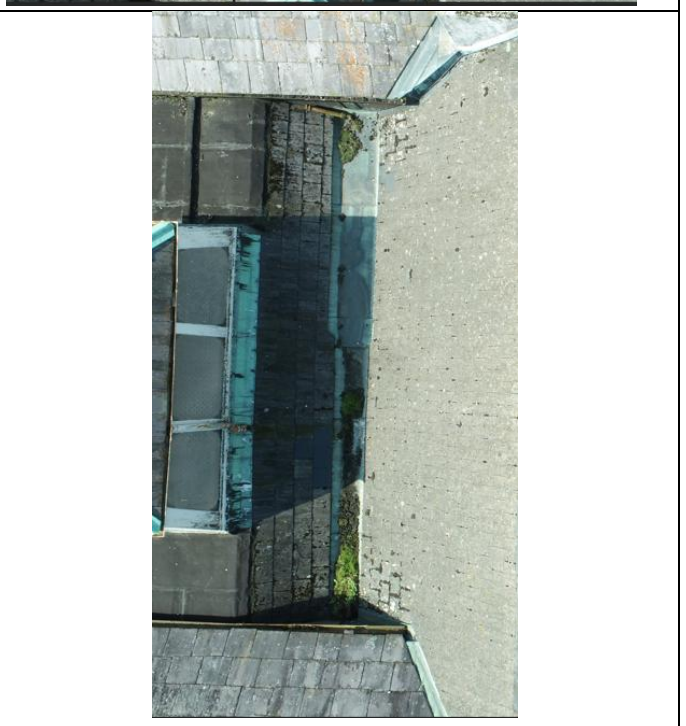
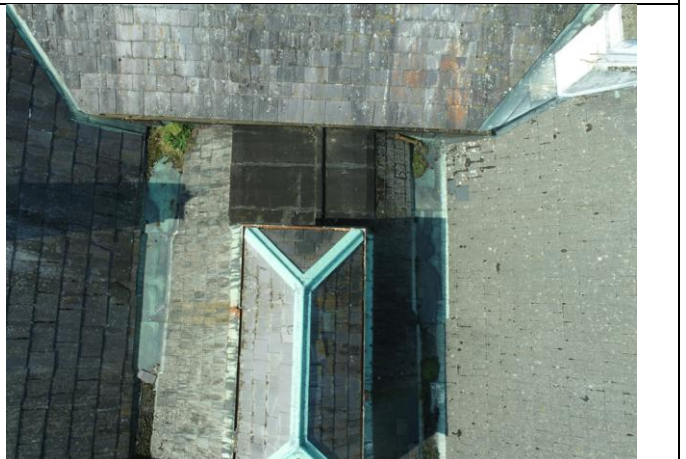
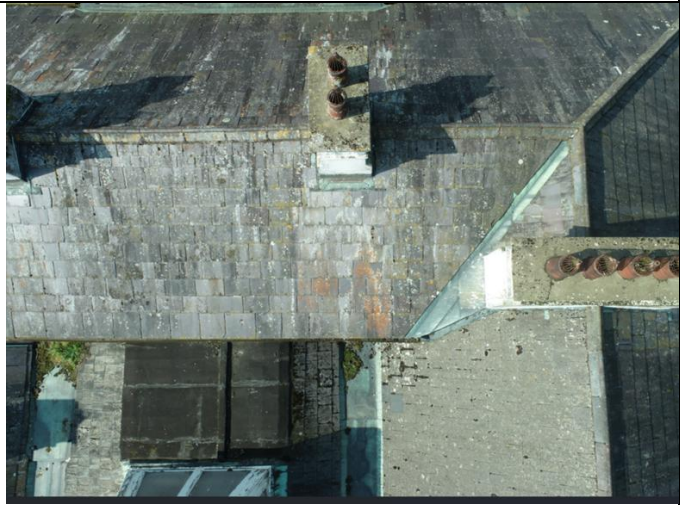


Figure 6 LOT-2 Newtown House Central Atrium

4.3 Lot: LOT-3 Kellogg's' Hall Roof

Title: Request for Tender for Roof Repairs at the [An Grianan Adult Education College/ICA, Newtown, Termonfeckin, Co. Louth, A92 X9TF](https://www.google.com/maps/place/An+Grianan+ICA/@53.7546383,-6.2645566,557m/data=!3m2!1e3!4b1!4m6!3m5!1s0x4867300fa026a6cf:0xe871cb7102b77804!8m2!3d53.7546383!4d-6.2645566!16s%2Fq%2F11c1q8swz7?entry=tту&q_ep=EgoyMDI2MDEwNy4wLkxMDSokLDEwMDc5MjA3MUgBUAM%3D)⁵

Description: This tender is for roof repairs to the **Kellogg's' Hall Roof** to include re-slating, repair of timbers, new lead flashing, and renewal of rainwater goods.

Note 1: that this project is subject to funding.

Note 3: All tenderers must visit the complex/site to satisfy themselves on what's included and confirming site realities; they need to assess the current condition, scope, potential challenges (like access, existing services, structural elements), to accurately price the work. For access in advance of tendering contact manager@an-grianan.ie for appointment.

Note 4: confirmation of a site visit will be a condition of tendering.

Lot 1; Nature of the contract: Works

- **Main classification:** Construction work
- **Additional classification:** Roof-slating work
- **Additional classification:** Roof repair and maintenance work
- **Additional classification:** Roof or Replace repair.
- **Additional classification:** Ceiling Repair of Replace
- **additional classification:** Skylights for replacement -remove all skylights and replace with 2 skylights one on each side.
- **Additional classification:** Renewal of rainwater goods.
- **Additional classification:** Roof works and other special trade construction works; (New lead flashing and roof valley repair works).

Works include but are not limited to the following work items as outlined in figure 3 below;

⁵ https://www.google.com/maps/place/An+Grianan+ICA/@53.7546383,-6.2645566,557m/data=!3m2!1e3!4b1!4m6!3m5!1s0x4867300fa026a6cf:0xe871cb7102b77804!8m2!3d53.7546383!4d-6.2645566!16s%2Fq%2F11c1q8swz7?entry=tту&q_ep=EgoyMDI2MDEwNy4wLkxMDSokLDEwMDc5MjA3MUgBUAM%3D

LOT-3 Kellogg's' Hall Roof Items; ref Figure 7 & Figure 8 14m long, 11m wide and 8m high	Cost Estimate	Comment
Preliminaries and Insurances, Health and Safety, Site Supervision, Cleaning, Site Setup. Scaffolding, waste, protection of existing operations and structures.		
Repair/Replacement of existing roof Removal old existing roof windows/lights		
Insert two new roof windows/lights one each side in centre. Details to accompany tender cost; (e.g., install 2 new double Velux window with Flashing kits,)		
Check existing roof timbers/steels/structure/wallplates for suitability for repair/re-use; and/or necessary replacement and/or treatment of timbers with organic solvent. All replacement with breathable membrane and battens.		
Replace fascia and vents		
Gable ends of building fitted with new flashing, fascia etc..		
Fit Mineral wool insulation.		
Fascia, soffit, gutter, downpipes removed and replaced with new. (Full Building); Where new gutters are to connect to existing gutters on an adjoining property the contractor is to use a gutter of the same shape/ style to ensure a watertight connection.		
Repair internal ceiling and create two openings for Velux windows/roof lights		
Separate cost for replacement of ceiling and in cost consideration must be given to extra weight of any new ceiling product used-i.e., tender must satisfy the client that any new ceiling product proposed is fit for purpose for intended end-use.		
Optional Extras		
Removal offsite for proper disposal of any/all waste in accordance with waste management act and cleaning site and leaving in proper state.		
Total Tender Sum		
Subtotal Excluding VAT		
Add VAT @ 13.5%		
Total Including VAT		

Figure 7 Pricing Document Details- LOT-3 Kellogg's' Hall Roof Items;

A-Roof Construction one fixed gable and one free gable.
Inside Ceiling repair to provide for light from roof-lights to hall.

Area of building **14m long, 11m wide (and 8m high)**

Area outlined in red below.



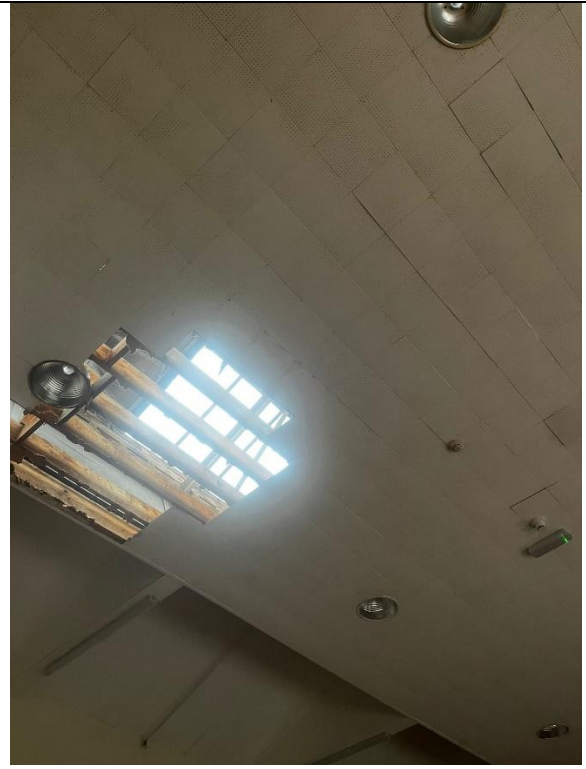


Figure 8 LOT-3 Kellogg's' Hall Roof;

4.4 Lot: LOT-4 Annual Maintenance Contract for Complete Complex Roof, Walls & Rainwater.



Figure 9 LOT-4 Annual Maintenance Contract for Complete Complex Roof, Walls & Rainwater.

This Lot includes both response repairs and planned maintenance works.

The buildings have both pitched and flat roofs. The Lot will include task orders which may be issued and may require the completion of one or more tasks to the following aspects of the roof/roofline and rainwater run off system:

- a. fascia,
- b. soffit,
- c. bargeboards,
- d. gutter pipes,
- e. down pipes,
- f. roof tiles/slates
- g. ridge tiles
- h. roofing felt.
- i. bird combs
- j. attic insulation
- k. joists and rafters
- l. chimneys
- m. walls
- n. other related miscellaneous issues

LOT 4: LOT-3 Annual Maintenance Contract for Complete Complex Roof, Walls & Rainwater. Items; ref Figure 9 & Figure 10	Cost Estimate	Comment
Supply & erect of scaffolding & site fencing, gable edge handrail.		
Roofs		
Checking general roof area for damage		
Checking to ensure that all fixings are secure		
Check all joints and laps/ overlapping		
Check all upstands to rooflights, extractor units, and vents		
Check and clean all gutters		
Check all inside faces of parapet walls.		
Check all perimeter capping and secure if necessary		
Use of leak test to check roof areas		
Check general roof area for damage to felt cap sheet		
Check all fixings for fastness and security		
Check all gutters, remove any leafguards, clean same and replace, also ensuring that downpipes are clear, remove all heavy debris off roof.		
Check all barge, ridge and hips		
Check all flashings		
Check to ensure that all fixings and cappings are in place and are secure		
WALLS		
Check all downpipes		
Check all vertical flashings to windows, doors and louvers		
Check wall rendering/cladding panels over whole area		
Washing down all walls in accordance with manufacturer's instructions, as frequently as required		
CHIMNEYS- <u>7 chimneys with 25 chimney pots</u> For chimneys on slate roofs, maintenance involves annual professional checks focusing on flashing integrity, chimney masonry (mortar, cracks, plant growth), flue/cap cleanliness, and overall slate condition around the chimney, looking for gaps, damage, or blockages that allow water intrusion or structural issues, with repairs like repointing or sealing critical for preventing leaks and extending roof life.		
Flashing: ➤ Check flashing around the chimney base for cracks, gaps, rust, or looseness, as it's a primary water entry point. ➤ Ensure sealant is intact; repair as needed with appropriate mortar or sealant.		
Chimney Masonry: ➤ Inspect bricks/stones/render for cracks, deterioration, and missing mortar (repointing needed). ➤ Look for plant growth rooted in cracks; remove roots and treat.		
Chimney Crown & Cap: ➤ Examine the crown for cracks; water pooling here causes major issues. ➤ Check the cap/cowl for damage or blockages.		
Flue & Interior: ➤ Ensure flue liners are intact; debris from shaling tiles indicates problems. ➤ Have the flue swept to remove soot and creosote.		

Slate Tiles (Near Chimney): ➤ Check for slipped, cracked, or missing slates adjacent to the chimney. ➤ Look for moss/lichen growth and clear it.		
Callout/set up Charges		
Other		
Total Tender Sum		
Subtotal Excluding VAT		
Add VAT @ 13.5%		
Total Including VAT		

Figure 10 Pricing Document Details- LOT-4 Annual Maintenance Contract for Complete Complex Roof, Walls & Rainwater;

Callout/set up Charges

These items refer to all preliminary and set up costs incurred by the contractor to respond in managing and administrating the contract and responding to any task order. This includes costs incurred in the provision of quotations, attending meetings, provide for health and safety, performing health and safety roles and providing necessary insurances.

5. GENERAL:

5.1 Estimated duration

- Start date: 2026-03
- End date: 2026-09

5.2 Award criteria

- Criterion: Cost
Criterion: site
Visit
- Criterion:
Quality
- Criterion:
legislation

5.3 Ref, APPENDIX D: A Guide to the Completing the Pricing Document

5.4 Tender Evaluation

The tender assessment for roof repairs will evaluate based on the **Most Economically Advantageous Tender (MEAT)** approach, weighing both **quality (technical capacity, experience, methodology)** and **price**. The evaluation involves initial compliance checks, detailed scoring against the predefined criteria below, after which a final contract award recommendation will be made subject to funding.

Tender Assessment and Evaluation Structure-Matrix

Evaluation Criteria	Weighting	Comment
Compliance and Administrative Check (Pass/Fail) for completeness and compliance with all required submission documents. ➤ Completeness: Lot 1, Lot 2, Lot 3 & Lot 4 Pricing Document Details- are completed in full and separately. ➤ Mandatory Requirements: ➤ Appendix A; General Requirements For Lots 1, Lot2, Lot 3, Lot 4 ➤ Appendix B Specific contractor references. ➤ Appendix C health and safety documentation (Risk and Method Statements), ➤ Confirm Site Visit to check Building LOTS 1-4. ➤ Deadline: The submission was received by the specified date and time.		
2. Detailed Evaluation Compliant tenders are assessed using a weighted scoring system, y split between quality and cost criteria. 60% Price / 40% quality.		
A. Quality Criteria (40%) ➤ Relevant Experience (10%) ➤ Methodology & Programme (15%) ➤ Key Personnel & Resources (10%) ➤ Health, Safety & Environmental Management (5%):		
B. Price Criteria (60%) ➤ The lowest compliant price - pro-rata score based on their cost comparison to the lowest bid.		
Total		

Appendix A; General Requirements For Lots 1, Lot2, Lot 3, Lot 4

For Lots 1, Lot2, Lot 3, Lot 4; The tenderer to confirm that they and their staff shall be familiar with the Health and Safety Authorities code of Practise, Building Regulations & Other Legislative Requirements

a) roof work

http://www.hsa.ie/eng/Publications_and_Forms/Publications/Construction/Code_of_Practice_for_Safety_in_Roofwork.pdf

b) the use of Mobile Elevated Working Platforms:

http://www.hsa.ie/eng/Publications_and_Forms/Publications/Construction/HSA_MEWPs_Guidance.pdf

c) the use of scaffolds:

https://www.hsa.ie/eng/publications_and_forms/publications/construction/code_of_practice_for_access_and_working_scaffolds/

d) the use of ladders

http://www.hsa.ie/eng/Publications_and_Forms/Publications/Construction/Using_Ladders_Safely_-_Information_Sheet.html

e) the use of work platforms and trestles

http://www.hsa.ie/eng/Publications_and_Forms/Publications/Construction/Safe_Use_of_Work_Platform_Trestles_-_Information_Sheet.html

f) materials

All fascia, soffit, bargeboard, guttering and downpipes are to come with a lifetime guarantee and comply with Building Regulations Part D Materials and Workmanship. The contractor must specify in the tender response that how all materials used will comply with Part D (e.g., fascia, soffit, bargeboard, guttering and downpipes, slates, roof covering etc.,).

<https://www.gov.ie/en/department-of-housing-local-government-and-heritage/collections/technical-guidance-documents/#technical-guidance-document-d-materials-and-workmanship>

g) Utilities

The contractor will be required to liaise with the relevant utilities/management An Grianán adult Education College (e.g. telecoms provider, TV provider, electricity provider) where it is likely that their work interferes with the replacement of the roofline materials.

h) Building Regulations

All works shall be carried in a proper workmanlike manner with materials fit for purpose.

“Proper materials” means materials which are fit for the use for which they are intended and for the conditions in which they are to be used, and includes materials which:

- (a) bear a CE Marking in accordance with the provisions of the Construction Products Regulation;
- (b) comply with an appropriate harmonised standard or European Technical Assessment in accordance with the provisions of the Construction Products Regulation; or
- (c) comply with an appropriate Irish Standard or Irish Agrément Certificate or with an alternative national technical specification of any State which is a contracting party to the Agreement on the European Economic Area, which provides in use an equivalent level of safety and suitability.

<https://www.gov.ie/en/department-of-housing-local-government-and-heritage/collections/technical-guidance-documents/>

i) Minimum insurance requirements

(a) Minimum Insurance Requirements

Tenderers must maintain the following minimum levels of insurance cover:

Insurance	Minimum Level of Cover Required
Product Liability	€6.5M
Public Liability	€6.5M
Employer's Liability	€13M

Please provide details of your insurance provider/broker and a letter from them (from within the past six months) confirming that the above cover is in place or confirm that this cover will be in place if awarded a contract.

j) Defects & Warranties

The contractor will remedy at no additional cost any defects appearing within 12 months of practical completion. This obligation does not limit any statutory rights under Irish law.

k) Variations and Omissions

Any changes to the works whether additions, omissions or alterations must be agreed in writing by both parties.

And priced and confirmed by both parties before any work commences.

l) Daywork attendance & Equipment

Include a dayworks rate.

m) General Requirements-Payment Terms

The following payment terms will apply to the contract:

- Approved Invoice for 15% of Purchase Order value on practical completion (as approved by Consultant Engineer), submission of all relevant handover documentation and completion of all snag items and final acceptance by Client.
- At end of retention period: 5%.
- Invoice must only be issued containing the appropriate Purchase Order number.
- Support information is to be provided with each invoice showing proof of delivery, installation, commissioning and acceptance of products, services and/or works for approval by the RTÉ.
- Approved invoices will be paid 30 days after invoice approval.
- Contractor to detail the programme aligned to payment requirements for each Lot.

n) Dispute Resolution

Any dispute will be first referred to mediation. If mediation fails, the dispute will be resolved by adjudication under the Construction Contracts Act 2013 or by arbitration under the Arbitration Act 2010.

o) Termination

Either party may terminate the Contract by written notice if the other fails to perform a material obligation and does not remedy within 14 days of notice; or becomes insolvent, or bankrupt.

The employer will pay for all the works up to the termination date.

p) Force Majeure

Extreme weather, epidemic, government restrictions, the affected party must notify the other of a performance suspension for the duration.

Response Times:

The contractor will be expected to operate from a premises located within 20km of Termonfeckin. The contractor is required to respond to all requests for response repairs within four hours and complete eighty five per cent of all response repair requests within three days of a repair request (Task order) being issued.

General Requirements for For Lots 1, Lot2, Lot 3, Lot 4

Cleaning of Roof Valleys, Gutters, Downpipes, Valleys and Drain Traps

Items to be cleaned/unblocked from time to time include Roof Valleys, Gutters, Downpipes, Valleys and Drain Traps. When this task is requested the tenderer is to ensure that all three items are clear, if necessary taking steps to clean same. All debris is to be removed from the property by the tenderer. All debris splashed onto walls, fixtures and fittings, and windows are to be removed by the tenderer.

Fascia, Soffits, Bargeboards Specification

1. Remove old Fascia, Soffit, Bargeboards and their mounting battens and dispose of same in accordance with the waste regulations.
2. Fit new fascia / soffit / bargeboards and mounting battens / bearers as per the building regulations.
3. New fascia / Soffit / Bargeboards to be made U-PVC or timber and must comply with Part D Building Regulations, and manufacturers recommendations -material to be agreed in advance with management An Grianán Adult Education College requirements.
4. Fasteners must in compliance with Part D Building Regulations and manufacturer's instructions-material to be agreed in advance with management An Grianán Adult Education College.
5. All Soffit boards to be of the vented form type.
6. All new fascia and soffits to be boxed off correctly at the ends.
7. All mounting boards are to be treated with an organic solvent or micro emulsion.

Gutters

1. Existing gutters to be removed and disposed of in accordance with existing waste regulations, when required.
8. New gutters are to be made of U-PVC or timber and must comply with Part D Building Regulations, and manufacturers recommendations -material to be agreed in advance with management An Grianán Adult Education College requirements.
2. Where full guttering systems are to be replaced preference is to be given to the installation of "Deep" rainwater systems.
3. Typical dimensions of an ogee system are 135mm width x 77mm deep
4. Fasteners must in compliance with Part D Building Regulations and manufacturer's instructions-material to be agreed in advance with management An Grianán Adult Education College.
5. All gutter pipes must be supported with support brackets at intervals not exceeding 600mm.
6. Where there are joints, or other connections to the gutters they shall be supported on both sides at a maximum distance of 100mm from the centre of the connection.
7. Where new gutters are to connect to existing gutters on an adjoining property the contractor is to use a gutter of the same shape/ style to ensure a watertight connection.
8. All gutter ends are to be terminated correctly.

Down pipes

1. Down pipes shall be of similar specification as the gutter pipes.
2. Down pipes shall always be terminated in the nearest gulley trap. Where down pipes must be run horizontally on the ground to reach a gulley trap they shall be properly secured.
3. Down pipes shall NOT terminate on roofs lower down under any circumstances.
4. Down pipes are to be secured to the wall at intervals not exceeding 1 metre.
5. Not all down pipes are to be replaced. The supplier is to ensure that a good connection is made between the gutter and these down pipes to ensure there is no overspill of rainwater.

Roofing Felt

1. The new felt to be fitted is Sarking felt Type 5U to IS 36 or BS747 or equivalent
2. The lowest 1metre layer of roofing felt is to be removed and disposed of in accordance with the existing waste regulations. A new layer of felt is to be fitted in its place.
3. The new roofing felt is to be supported by an eaves protector.
4. The contractor is responsible for replacing any roof tiles with roof tiles of a similar form and colour should any break, at no extra cost.

Attic Insulation

1. On some properties portions of the attic will need to be insulated.
2. The insulation is to be installed from the roofline after the removal of the lower layer of felt for replacement. The area to be insulated lies between the wall outer wall and a steel beam located about 1.5m in from the outer wall. The steel beam is to be insulated also. The area to be insulated in each house is c. 19.5m²
3. The specification for the insulation to be installed in the attic is as follows:

Install **Attic insulation** to a minimum depth of 300mm using either loft roll insulation with a conductivity of less than or equal to 0.044w/mK.

Roof Vent

1. The vent is to give a guaranteed actual nett free ventilation area of **20,000mm²**
2. **The profile and colour is to match that of the existing roof tiles.**
3. **Universal tile vents are not acceptable.**
4. A fire rating to Part B Building Regulations.
5. It is to include a ensures that the roof underlay is cut and that there is a continuous permanent weatherproof path from the roof void to the outside without impairing the weatherproof function of the structure, Part C and Part D Building Regulations

Treatment of joists rafters

1. Where required the outer 600mm of joists and rafters are to be cleaned back and treated with an organic solvent.

APPENDIX B: REFERENCES PREVIOUS RELEVANT SERVICES OR WORKS- COMPANY EXPERIENCE AND TRACK RECORD

Please provide details of a minimum of three examples of the Tenderer's experience in performing services similar in size, nature and complexity as those required by the Specification in the previous three years. For each example provided, Tenderers must include a referee.

Details must include a client contact name, email address and telephone number, description of the services performed.

List of projects for which works and services of a similar nature were provided.

Tenderer/Contractor/ Service Provider must organise Certificates in order of precedence and list then below in that order.

Project No.	Title of Works and Services (Must match Certificate)	Certificate* or Reference
1		
2		
3		
4		
5		

APPENDIX C: HEALTH AND SAFETY COMPLIANCE DECLARATION – CONTRACTOR

I hereby declare that the that the applicant has a Safety Statement in the format outlined at https://www.hsa.ie/eng/publications_and_forms/publications/safety_and_health_management/a_guide_to_risk_assessments_and_safety_statements/ which will be provided on request and that all of the requirements listed below are addressed in the Safety Statement as is the evidence relating to the *minimum standards* also listed below which have been met. If the requirements and minimum standards have not been addressed in the Safety Statement separate evidence is to be provided on request which demonstrates that such requirements and minimum standards have been met.

Requirements		Minimum Standards
a copy of our current general health and safety policy;		a general Health and Safety policy document appropriate to a Health and Safety led Construction Management role;
an outline of our management organisational structure with regard to allocation of duties, delegation of responsibilities, etc., in relation to Health and Safety;		the relevant management organisational structure document indicating the duty holders responsible for Health and Safety;
copies of standard forms used for method statements and risk assessments as part of our duties under the Safety, Health and Welfare at Work Act 2005;		a standard method statements (relevant to projects of a similar size, nature and complexity) covering all stages of the construction project life cycle from initiation to project completion;
details of arrangements for continuing training of personnel in Health and Safety, including personnel who would be employed on the project;		evidence of training arrangements in place appropriate to the size and complexity of the work. (This must include specific Health and Safety training);
details of the company's procedures for disseminating up-to-date developments on health and safety issues;		evidence that there is an adequate organisational structure in place within the company to facilitate the dissemination of up-to-date developments on health and safety issues.
details of the company's arrangements for the co-ordination of information between the different contractors, suppliers and designers involved in a project;		evidence that there are adequate arrangements in place for the coordination of information between Contractor and PSCS with an adequate mechanism in place that tracks and records delivery and receipt of information distributed.
details of the methodology for the dissemination of health and safety information for the construction stage on this or equivalent projects;		

CONTRACTOR'S SIGNATURE:		DATE:	
CONTRACTOR'S NAME:	[block letters]		
TITLE:	[block letters]		

APPENDIX D: A Guide to the Completing the Pricing Document

1. Prior to completing the pricing document bidders are advised to read carefully and understand the contents of this document.
2. All prices submitted will be exclusive of VAT.
3. The price will be a fixed price per element, in euro (€),
4. Bidders/Tenderer must bear full responsibility for any costs and expenses they may incur in the preparation of any tender response.

Works Declaration LEADER (WDL)

Ireland's CAP Strategic Plan 2023 – 2027

Declaration of Suitability for Contractors for Works (Open Procedure only)

Project:	
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Name of Tenderer:	
Address:	
Contact Name:	
Contract email:	
Contract phone:	

Introduction

This questionnaire is issued in relation to Ireland's CAP Strategic Plan 2023 – 2027 (LEADER Programme) tender competitions for Works using the Open Procedure. Its purpose is to simplify the tender process for Works and reduce the cost of tendering.

Tenderers should note that before appointment, the apparently successful tenderer will be required to produce (within 7 calendar days) evidence of compliance with all sections of this declaration. If the apparently successful tenderer cannot produce satisfactory evidence for all of the above within the required time period, his tender will be excluded and the tender of the next lowest tenderer will be considered.

Health and Safety

The successful contractor will be required to comply with the Safety, Health and Welfare at Work Act 2005, the Safety, Health and Welfare at Work (Construction) Regulations 2013 and any subsequent Safety, Health and Welfare legislation or regulations.

The successful applicant will be appointed Works Contractor and Project Supervisor for the Construction Stage (PSCS) on the project in accordance with the Safety, Health and Welfare at Work (Construction) Regulations.

Evidence of applicant's personal situation

On behalf of the above named Contractor I hereby declare that none¹ of the circumstances specified in Directive 2014/24/EU article 57 and Regulation 57 of SI No.284 of 2016 apply to the above named Contractor.

In particular no individual (i.e. principal or principals of a Sole Trader) is bankrupt or is being wound up in this or any other jurisdiction; or is the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up, or under administration by the court, or for an arrangement with creditors, or of any other similar proceedings under national laws or regulations in this or any other jurisdiction.

Evidence of Economic and Financial Standing criteria

Turnover

I declare that the above named Contractor's annual turnover for each of the three previous financial years (for which certified turnover is available) was not less than 1.5 times the sum tendered for this project and if requested in writing or email by the Contracting Entity* will provide within 7 calendar days an original letter (or colour photocopy of an original letter) from the firm's accountant (signed by that accountant) stating the certified turnover for those 3 years. If for any valid reason this evidence cannot be provided then alternative

evidence considered appropriate by the Contracting Entity will be provided.

Public Liability Insurance and Employer's Liability Insurance

I declare that the above named Contractor has, or (if successful in this tender competition) will take out (prior to appointment), Public Liability Insurance (with a minimum level of cover of €6,500,000) and Employer's Liability Insurance (with a minimum level of cover of €13,000,000) in accordance with the conditions stated in the Instructions to Tenderers, and will if requested in writing or email by the Contracting Entity provide validated copies of the above policies within 7 calendar days.

* Contracting Entity – the person or agency awarding the tender.

Evidence of Technical Capability criteria

For the purpose of this declaration Works of a "similar nature" means "having a similar or compatible scope of works" (e.g. Building project, or project including the scope of works envisaged in this tender, Mechanical Installation, Electrical Installation).

Educational Professional qualifications of Personnel for the project

I declare that the above named Contractor (if successful in this tender competition) will assign competent personnel to fulfil the roles of (1) Contracts Manager, (2) Health & Safety Manager, (3) Foreman and (4) Project Supervisor Construction Stage. (One person may fulfil more than one or all of these roles.) I further declare that the above named Contractor will (if so requested in writing or email by the Contracting Entity) provide evidence in the form of brief Curriculum Vitae showing that each of the above named personnel have previous experience on projects of a similar nature, size and complexity in the assigned role satisfactorily completed.

List works of similar nature provided over the past 7 years

I declare that the above named Contractor has carried out and satisfactorily completed 3 works of a similar nature, size and complexity within the last 7 years and will (if so requested in writing or email by the Contracting Entity) provide details of those 3 projects including the start and finish dates for the projects, the name of the Foremen, the scope of work completed by the above named Contractor and contact details (including phone numbers) for the Contracting Entities and the consultants in charge. I understand that the above information may be checked by the Contracting Entity or their consultants.

HEALTH AND SAFETY COMPETENCE

It is a statutory requirement that the competence and satisfactory allocation of resources of the Contractor are established in compliance with the Safety Health and Welfare at Work (Construction) Regulations 2013.

It is also a statutory requirement that the competence of the person or persons to be appointed as Project Supervisor for the Construction Stage (PSCS) is established pursuant to section 6(1)(a) of the Safety, Health and Welfare at Work Construction Regulations 2006.

The standard required is stated under the relevant criterion, based on the category of project identified in the advertisement/Contract Notice or tender documents (Type 1/Type 2⁶). If none stated the default is Type 1. (This information is not required at Tender stage. No evidence of compliance is to be attached to or submitted with this declaration of suitability at this time).

HEALTH AND SAFETY COMPETENCE OF CONTRACTOR

Additional H&S Educational and professional qualifications of Personnel for the project

I declare that above named Contractor (if successful in this tender competition) will (if so requested in writing

⁶ Select the appropriate response from the options provided. Where 'one' or 'some' is selected please provide details.

Type 1 project has a value < €500,000;

Type 2 project has a value €500,000 to €5,000,000

However considerations in relation to the H&S risk must also be taken into account in deciding on the project type. If there is a high H&S risk the category may need to be higher than that indicated by the project value above.

or email by the Contracting Entity) provide an organisation chart indicating the duty holders responsible for Health and Safety and demonstrating how responsibility for Health and Safety is allocated within the firm.

Additional Declaration for Type 2 projects

I further declare that the Health and Safety Manager and the Site Safety Officer (who may be the same people as the Contracts Manager and/or foreman) has (have) either a Degree/diploma or other equivalent H&S training (minimum 4 hours externally accredited CPD) in addition to experience as Health and Safety Manager/Site Safety Officer on at least 3 satisfactorily completed building construction projects.

List services of similar nature provided over the past 7 years

I declare that the above named Contractor has completed 3 works of a similar nature, size and complexity within the last 7 years in a satisfactory manner in compliance with the Safety, Health and Welfare at Work Construction Regulations 2013, and will (if so requested in writing or email by the Contracting Entity) provide details of those 3 projects (as 3.4.c above) and the record of enforcement actions, legal proceedings accidents, fatalities or incidents for those projects and (where applicable) measures that have been put in place by the above named Contractor to address any deficiencies in H&S procedures.

Technicians or technical bodies involved especially those responsible for quality control

We confirm that in our opinion our organisation is competent and adequately resourced to fulfil its obligations under the Safety, Health and Welfare at Work Act 2005 and that our organisation has adequate resources to fulfil the role of Contractor for this project. If successful in this tender competition, we will provide, within 7 days of a request in writing or email by the Contracting Entity a signed Health and Safety Declaration in the form at Appendix C1 to QW2 available at www.constructionprocurement.gov.ie.

Average annual numbers of persons employed by the contractor

We confirm that in our opinion our organisation has adequate numbers of persons employed to fulfil its obligations under the Safety, Health and Welfare at Work Act 2005 and that our organisation has adequate resources to fulfil the role of Contractor for this project.

HEALTH AND SAFETY COMPETENCE OF PSCS

Educational and professional qualifications of Personnel for the project

I declare that we will (if successful in this tender competition), and so requested in writing or email by the Contracting Entity, provide an organisation chart indicating the duty holders responsible for Health and Safety and demonstrating how responsibility for Health and Safety is allocated within the firm. If the role of PSCS is to be sub- contracted to an external company we will provide an Organisation chart showing that company's structure and indicating their duty holders responsible for Health and Safety.

I further declare that the person to be assigned the role of PSCS has at least 3 years experience in the Building Trade and has and formal externally accredited training in Health and Safety (relevant to the role of PSCS) within the last 5 years. If successful in this tender competition, and so requested in writing or email by the Contracting Entity, we will provide supporting documentation in the form of a Curriculum Vitae for the PSCS.

List services of similar nature provided over the past 7 years

I declare that we have fulfilled the role of PSCS on at least 3 works of a similar nature, size and complexity within the last 7 years in a satisfactory manner in compliance with the Safety, Health and Welfare at Work Construction Regulations 2013, and will (if so requested in writing or email by the Contracting Entity) provide details of those 3 projects (as 3.4.c above) and the record of enforcement actions, legal proceedings accidents, fatalities or incidents for those projects, and (where applicable) measures that have been put in place by the above named Contractor to address any deficiencies in H&S procedures. If the role of PSCS is to be sub-contracted to an external company we will provide the above evidence in respect of that company.

Technicians or technical bodies involved especially those responsible for quality control

We confirm that in our opinion our organisation is competent and adequately resourced to fulfil our obligations under the Safety, Health and Welfare at Work Act 2005 and that our organisation has adequate resources to fulfil the role of PSCS for this project. If successful in this tender competition, we will provide, within 7 days of a request in writing or email by the Contracting Entity, a signed Health and Safety Declaration in the form

at Appendix C1 to QW2 available at www.constructionprocurement.gov.ie . If the role of PSCS is to be sub-contracted to an external company the above evidence is required in respect of that company.

Average annual numbers of persons employed by the contractor

We confirm that in our opinion our organisation has adequate numbers of persons employed to fulfil its obligations under the Safety, Health and Welfare at Work Act 2005 and that our organization has adequate resources available to us to fulfil the role of PSCS for this project. If the role of PSCS is to be sub-contracted to an external company the above evidence is required in respect of that company.

I/We (the Applicant) have read the above declaration and in particular the minimum standards required. I/We note that this information is not required now but will be provided within 7 calendar days on foot of a written request (during tender evaluation) by the Contracting Entity.

We further acknowledge and accept that in the event that our firm cannot or does not provide all of the above evidence and information in the required format, within the time period required, to demonstrate to the satisfaction of the Contracting Entity compliance with the declaration the firm's Tender will be deemed to be invalid and will be excluded from further consideration.

Signed:	
Date:	
<i>For and on behalf of Tenderer (signature must be that of a Director / Principal)</i>	
Name: (BLOCK LETTERS)	
Title: (BLOCK LETTERS)	