

Tender Summary Instruction Sheet

Moate Town Team CLG

Tender Summary Instructions for Economic Operators

Supply and Delivery of an Electric Utility Vehicle

Item	Requirement
Contracting Authority	Moate Town Team CLG
Competition Type	Open Procedure (National Level)
Tender Reference Documents	Document A - Request for Tender (RFT), Document B - Tender Response Document (TRD), Document C - Technical Specification and Compliance Schedule
Tender Submission Method	eTenders only
Alternative Submission Methods	Email, post, fax or hand delivery will not be accepted
Clarification Queries	Via eTenders messaging facility only
Closing Date for Queries	3.00pm Thursday 3 September 2026
Closing Date for Tender Submission	3.00pm Monday 7 September 2026
Tender Validity Period	Six months from tender submission deadline
Award Basis	Most Economically Advantageous Tender (MEAT)
Vehicle Requirement	One Electric Utility Vehicle suitable for community maintenance works
On-Road Towing Capacity	Minimum 2,000kg

Off-Road Towing Capacity	Up to 4,500kg
Minimum Payload Requirement	Suitable for operation with a 1,000kg water tank assembly plus personnel and equipment
Technical Compliance Schedule	Must be completed in full
Pricing Requirement	Base vehicle price and all additional items must be separately identified
Delivery Location	Moate Town Team CLG, County Westmeath, Ireland
Previous Experience Requirement	Two comparable contracts completed within the last five years
Funding Condition	Contract award subject to funding approval and associated grant conditions

Required Tender Submission Documents

Ref	Document
A	Completed Tender Response Document
B	Fixed Price Submission
C	Vehicle Brochure / Technical Data Sheets
D	Warranty Information
E	Insurance Confirmation
F	Tax Clearance Information
G	CE Declaration of Conformity / Type Approval Documentation
H	Specification Compliance Statement
I	Deviation Schedule (if applicable)
J	Completed Technical Specification and Compliance Schedule (Excel Workbook)

Tender Evaluation Criteria

Criterion	Weighting
Cost	80%
Warranty	5%
After Sales Support	5%
Delivery Programme	10%
Total	100%