

FINAL CONSOLIDATED ADDENDUM TO THE REQUEST FOR TENDERS

PAS139F: Procurement Support for Goods and Services

Date: 17/08/2026

Status: This Final Consolidated Addendum replaces and supersedes the earlier Addendum concerning RFT paragraph 3.2.B.1 and TRD Part A A9. Any earlier clarification inconsistent with this Final Consolidated Addendum is superseded to the extent of that inconsistency.

1. Purpose of this Addendum

This Addendum:

1. confirms the minimum estimated value of Services Contracts that may be awarded under the Framework
2. amends the relevant-experience selection criterion
3. extends the relevant-experience reference period to five years
4. corrects inconsistencies between the RFT and TRD Part A and
5. clarifies the qualifying procedure mix and the treatment of comparable two-stage procedure experience
6. applies the €50,000 procurement-support-services value across the three references collectively and
7. provides a final controlling position for RFT paragraph 3.2.B.1 and TRD Part A A9.

It amends the following procurement documents:

- RFT Title
- RFT Part 1, section 1.2, Overview and Scope
- RFT Part 3, paragraph 3.2.B.1, Relevant Experience and Contract References
- Appendix 1, Requirements and Specification, section 1
- Appendix 2, Framework Agreement, clause 6
- TRD Part A, section A9 and its contents page

2. Amendment to the RFT Title

The title of the RFT is amended to read:

Request for Tenders for the Establishment of a Multi-Supplier Framework Agreement for Procurement Support Services for Goods and Services

For Services Contracts with an Estimated Value of €50,000 Excluding VAT or More

3. Minimum Value of Services Contracts

The following provision is added to RFT Part 1, section 1.2; Appendix 1, section 1; Appendix 2, clause 6; and the SRFT instructions:

Minimum Value of Services Contracts

A Framework Client may award a Services Contract under this Framework only where the estimated total value of the requirement is at least €50,000 excluding VAT.

The estimated total value must be calculated in accordance with applicable procurement rules and must include the total anticipated value of the Services Contract, including all options, extensions and other amounts that may become payable.

Requirements with an estimated total value below €50,000 excluding VAT are outside the scope of this Framework.

4. Amendment to RFT Paragraph 3.2.B.1

Relevant Experience and Contract References: Pass/Fail

The existing relevant-experience minimum standard in RFT paragraph 3.2.B.1 is deleted and replaced with the following:

The Tenderer must provide three contract or assignment references demonstrating relevant experience in the provision of operational procurement support services aligned with the Services set out in the Requirements and Specification.

The services relied upon must have been completed or substantially performed during the five years preceding the Tender Deadline.

Each reference must identify one distinct qualifying procurement procedure. The same procedure, assignment, services or value may not be relied upon under more than one reference.

The three references must collectively demonstrate:

1. experience of supporting at least one Open Procedure or process
2. experience of supporting at least one qualifying two-stage procedure or process and
3. experience of supporting one further Open Procedure or qualifying two-stage procedure.

For the purpose of this Selection Criterion, a qualifying two-stage procedure means:

- a Restricted Procedure
- a Competitive Procedure with Negotiation or
- a Competitive Dialogue,

Where the reference relates to an above-EU-threshold procurement, the procedure must have been conducted in accordance with Directive 2014/24/EU and applicable national implementing legislation.

Where the reference relates to a below-EU-threshold procurement, the process must have been conducted in accordance with the procurement rules and procedures applicable to that procurement

For the avoidance of doubt, acceptance of experience relating to procedures or competitive processes other than an Open Procedure or Restricted Procedure is solely for the purpose of assessing the Tenderer's technical and professional ability under this Selection Criterion. It does not amend, extend or otherwise affect the scope of the Services that may be procured under PAS139F, which remains as set out in the RFT and the Requirements and Specification

Where a qualifying two-stage procedure or process is relied upon, the reference must demonstrate relevant experience of:

- supporting the candidate, qualification or request-to-participate stage
- preparing or supporting selection or qualification documentation
- supporting the assessment and selection of candidates
- preparing or supporting the invitation to selected candidates
- supporting the tender or final-tender stage
- supporting evaluation and award and
- maintaining and handing over the relevant procurement record.

The three references, taken together, must demonstrate procurement support services with an aggregate value of not less than €50,000 excluding VAT. No individual reference is subject to a minimum monetary value.

The €50,000 aggregate relates to the value, excluding VAT, of the procurement support services provided across the three references. It does not refer to the estimated value of the goods or services being procured or to the Tenderer's annual turnover.

Each reference must:

- relate to services performed for a public body
- relate to the procurement of goods or services
- relate to a procurement conducted under the legal and procurement rules applicable to that procurement, whether above or below the applicable threshold
- concern a procedure or competitive process conducted in accordance with
 - Directive 2014/24/EU and applicable national implementing legislation, where the procurement was above the applicable EU threshold or
 - the procurement rules and procedures applicable to the procurement, where it was below the applicable EU threshold
- demonstrate relevant and comparable operational procurement-support experience aligned with the Services set out in the Requirements and Specification.

The three references must collectively demonstrate:

- procurement planning and preparation
- preparation of procurement and tender documents
- management or support of the tender process, including clarifications

- support for tender evaluation and evaluation-panel moderation
- support for contract award, standstill and contract finalisation and
- maintenance and handover of a complete and auditable procurement record.

Relevance and comparability will be assessed against the Services set out in the Requirements and Specification, having regard to:

- the nature and scope of the work
- the procedure or competitive process supported
- the responsibilities undertaken
- the complexity of the requirement and
- the outputs delivered.

The same client may be cited for more than one reference, provided each reference identifies a separate and distinct qualifying procedure and the same procedure, assignment, services or value are not counted more than once.

The establishment of a Dynamic Purchasing System, a Dynamic Purchasing System mini-competition, the establishment of a Framework Agreement will not, solely by reason of being multi-stage, satisfy the qualifying two-stage procedure requirement.

Where the Tenderer relies on the experience of a consortium member, Subcontractor or other entity, that entity must perform the part of the Services for which its experience is relied upon.

The Contracting Authority reserves the right to verify the information provided with the relevant client or contracting authority.

6. Clarification of the €50,000 Reference Value

- For the avoidance of doubt,
- the minimum estimated value of each PAS139F mini-competition and resulting Services Contract is €50,000 excluding VAT
- the relevant-experience threshold is an aggregate €50,000 excluding VAT in procurement support services provided across the three references
- no individual reference is subject to a minimum monetary value
- neither threshold refers to the value of the goods or services being procured for the experience reference and
- the €100,000 turnover requirement remains a separate economic and financial standing criterion.

7. Status and Precedence

This Final Consolidated Addendum forms part of the procurement documents.

This Final Consolidated Addendum replaces and supersedes the earlier Addendum concerning RFT paragraph 3.2.B.1 and TRD Part A A9. The revised TRD Part A A9 issued with this Final

Consolidated Addendum replaces all previous versions of A9, A9.1, A9.2, A9.3 and the A9 Assessment Rule.

Any earlier clarification response that is inconsistent with this Final Consolidated Addendum or the revised TRD Part A A9 is superseded to the extent of that inconsistency.

Where there is any inconsistency between this Final Consolidated Addendum and the procurement documents, this Final Consolidated Addendum takes precedence in relation to:

- the RFT title
- the minimum estimated value of mini-competitions and Services Contracts
- the relevant-experience reference period
- the number and nature of references
- the qualifying procedure mix
- the aggregate €50,000 relevant-experience value
- the treatment of comparative two-stage procedure experience
- the prevention of overlap and double counting and
- the information required under TRD Part A A9.

All other provisions of the procurement documents remain unchanged unless expressly amended by this Final Consolidated Addendum, another addendum or a formal clarification issued by the Contracting Authority.