

Westmeath County Council

Transportation Dept,
Westmeath County Council



Tender Content and Return Checklist

Framework Agreement for the provision of Engineering Consultancy Services for Transport Projects with an estimated value less than €10 million for Westmeath County Council from 2026 - 2030

Please return this Checklist with your tender. Please select "Complete" from the drop down below to confirm all documents are provided as requested.

Ref	Document	Comments	Returned Electronically
1	Competition Summary		
1.1	Invitation to Tender (PDF)	Documents for information only	N/A
1.2	Framework Summary (PDF)	Documents for information only	N/A
2	SAQ		
	Suitability Assessment Questionnaire - as per Documents in constructionprocurement.gov.ie	The following documents are to be completed and returned in a separate zipped file marked, "SAQ"	Incomplete
2.1	QC2-Part-1-v3.2	Refer to Section 3: Suitability Assessment Criteria. Complete and return in the zipped file marked, "SAQ"	Incomplete
	3.2. PROFESSIONAL OR TRADE REGISTER	Documentary evidence is required. Complete and return in the zipped file marked, "SAQ"	Incomplete
	3.3. FINANCIAL & ECONOMIC STANDING		
	3.3a. Annual Turnover (Service)	Declaration Required. Complete and return in the zipped file marked, "SAQ"	Incomplete
	3.3b. Balance sheet or Extracts from a Balance Sheet	Not Required	N/A
	3.3c. Banker's Letter	Declaration Required. Complete and return in the zipped file marked, "SAQ"	Incomplete
	3.3d. Other Financial/Economic Information/ References	Not Required	N/A
	3.3e. Prof. Indemnity Insurance	Complete Appendix-2-QC2 and return in the zipped file marked, "SAQ"	Incomplete
	3.3f. Public Liability Insurance	Complete Appendix-2-QC2 and return in the zipped file marked, "SAQ"	Incomplete
	3.3g. Employer's Liability Insurance	Complete Appendix-2-QC2 and return in the zipped file marked, "SAQ"	Incomplete
	3.4. TECHNICAL CAPABILITY (Service Provider's Competency)		
	3.4a. Qualifications (Managerial)	Documentary evidence is required. Complete and return in the zipped file marked, "SAQ"	Incomplete
	3.4b. Qualifications (Personnel)	Documentary evidence is required. Complete and return in the zipped file marked, "SAQ"	Incomplete
	3.4c. Services over the Past 3/5/7 Yrs	Documentary evidence is required. Complete and return in the zipped file marked, "SAQ"	Incomplete
	3.4d. Measures for Ensuring Quality	Documentary evidence is required. Complete and return in the zipped file marked, "SAQ"	Incomplete
	3.4e. Average Annual Manpower over the Past 3 Years	Declaration Required. Complete and return in the zipped file marked, "SAQ"	Incomplete
	3.4f. Technical Equipment Available	Not Required	N/A

	3.4g. Technicians or Technical Bodies	Not Required	N/A
	3.4h. Environmental Management Measures	Declaration Required. Complete and return in the zipped file marked, "SAQ"	Incomplete
	3.4i. Supply Chain Management & Tracking Systems	Not Required	N/A
2.2	QC2-Part-2-v1.1	Applicant's Details and Declaration. Complete and return in the zipped file marked, "SAQ"	Incomplete
2.3	ESPD	Applicant's European Single Procurement Document (ESPD). Complete and return in the zipped file marked, "SAQ"	Incomplete
2.4	Appendix-B1-QC1-and-QC2	List of Previous Projects/Certificate of satisfactory execution. Complete and return in the zipped file marked, "SAQ"	Incomplete
2.5	Appendix-B3-QC1-and-QC2	Certificate of Satisfactory Delivery of Services. Complete and return in the zipped file marked, "SAQ"	Incomplete
2.7	Appendix-2-QC1-and-QC2	Letter of Undertaking from the entity being relied upon. Complete and return in the zipped file marked, "SAQ"	Incomplete
3	Volume A		
3.1	Model Forms & Declarations	The following documents are to be completed and returned in a separate zipped file marked, "Model Forms & Declarations"	Incomplete
	MF_2.1-09-02-2022 PI Insurance	Professional Indemnity Insurance Certificate. Provide a declaration and return in the zipped file marked, "Model Forms & Declarations"	Incomplete
	MF_2.4 H&S Compliance	Health & Safety Compliance Declaration by All General Service Providers. If applicable to your organization, complete the necessary information and return it in the zipped file marked, "Model Forms & Declarations"	Incomplete
	MF_2.5 H&S Compliance for PSDP	Health & Safety Compliance Declaration by PSDP/HSC. Complete the necessary information and return it in the zipped file marked, "Model Forms & Declarations"	Incomplete
3.2	Brief Cornamaddy to Coosan Link Road	Documents for information only	N/A
3.3	Coosan to Cornamaddy Link Road Location	Documents for information only	N/A
3.4	Standard Conditions of Engagement	Documents for information only	N/A
4.	Volume B		
4.1	Instructions to Tenderers	Documents for information only	N/A
4.2	Form of Tender and Schedule	Complete and return the signed document in a separate zipped file marked "Form of Tender Schedule"	Incomplete
4.3	Quality Assessment Summary	Quality Criteria must be completed and returned in file marked, "Quality & Safety"	Incomplete
5.	Volume C		
5.1	Pricing Document	Complete and return the signed document in a separate zipped file marked "Pricing Summary"	Incomplete
6	Volume D		
6.1	WCC Health and Safety Questionnaire	Documents for information only. Questionnaire to be filled out and submitted prior to appointment of successful tenderer.	N/A