

Data Protection Notice

General Data Protection information applicable to all Department of Agriculture, Food and the Marine customers is available here:

<https://www.gov.ie/en/organisation-information/ef9f6-data-protection/>

Information specific to the personal data being collected:

The following data is specific information in relation to the personal data processed by the Marine Engineering Division (MED) of DAFM relating to the procurement of works and works related services and general goods and services.

1. Specified purpose:

The personal data sought from you, the tenderer, is required for the purpose of tendering for a project within DAFM. Failure to provide all the personal data required to facilitate the processing of the tender will result in DAFM being unable to process your tender.

2. Legal basis:

The data processing is considered lawful because it is necessary for the performance of a Contract or in order to perform administrative tasks prior to entering into a Contract. The data processing is also considered lawful under the Fishery Harbour Centres Act 1968, Section 4 Operation and development of the fishery harbour centres Part 2 (e) and (f).

3. Recipients:

Information provided as part of the tendering process will be shared on a need-to-know basis only. Data may be shared with external experts participating in the evaluation of tenders, auditors, the Health and Safety Authority (HSA) and with other divisions within the Department of Agriculture, Food and the Marine. When you submit a tender some of your personal data will be made available to other Government Departments/Agencies but only where there is a valid legal basis to do so. Also personal information may be released under the terms of the relevant Data Protection legislation in force and the Freedom of Information Act 2014.

4. Transferred outside the EU:

Information provided in support of tenders submitted to MED is not currently transmitted outside of the EU.

5. Retention Period:

The data submitted by the data subject will be retained by DAFM for as long as there is a business need to do so in line with the purposes for which it was collected. For control and auditing purposes, data shall be retained for a maximum period of 10 years following the signature of the contract. Data from unsuccessful tenderers shall be kept for a maximum

period of 5 years following signature of the contract. Files could be retained until the end of a possible audit if one started before the end of the above periods.

After this time it will be marked for destruction and will be destroyed in line with internal guidelines or guidelines for destruction received from the National Archives Office or associated permissions received from them.

6. Data provision being statutory or contractual obligation:

The data sought is being requested lawfully as the processing is necessary for the performance of a contract or in order to perform administrative tasks prior to entering into a Contract and is necessary under the Fishery Harbour Centres Act 1968, Section 4 Operation and development of the fishery harbour centres Part 2 (e) and (f).

7. Automated Decision Making:

Currently personal data provided in the submission of tenders to MED will not be processed automatically for any purpose.

8. Information from Third Party:

Not applicable.

9. Technical information on data collected:

Technical information on the cookies used on the Gov.ie website is available at the following link: <https://www.gov.ie/en/help/privacy-policy/?section=cookies>