

Ref: Munster Technological University (MTU) 1974 Building Block A – Apprentice Expansion Project

Date: 11th September 2026

To Whom it may Concern,

Subject: Tender Submission Requirements

Project: Munster Technological University (MTU) 1974 Building Block A – Apprenticeship Expansion Project

Tender Award Criteria:

The Applicant that meets the requirements documented and requested within the SAQ Documentation will be included within this Tender assessment.

Tender Queries:

- All queries should be submitted via the e-Tenders portal.
- Refer to the Instruction to Tender for details of the last date for submitting queries.

Tender Submission, must include the following:

- Completed Main Contractor QW2 Suitability Assessment Part 1 & 2, including Supplements_3.4.1, 3.4.2 and associated appendices
- Completed Electrical Sub-Contractor QW3 Part 1_Suitability Assessment_ Questionnaire and Supplements 3.4.1 and associated appendices
- Completed Mechanical Sub-Contractor QW3 Part 1_Suitability_Assessment Questionnaire and Supplements 3.4.1 and associated appendices
- Signed completed Form of Tender
- Technical Merit Response (Criterion A, B, C & D)
- Completed Main Contractor Tender Pricing Schedule (Volume C)

Tender Return Date and Requirements:

- Tenders are to be returned via the E-Tenders only.
- Refer to the Instruction to Tender for details of the last date and time for receipt of Tenders.

A full list of the attachments is included below.

There will be a **Site Visit on Friday 25th September at 11:00am**. Tenders to confirm attendance of site visit in advance by emailing kevin.gilligan@mtu.ie

Construction Programme – The Tenderer is required to prepare and submit a preliminary Construction Programme as part of the Tender submission. While MTU intends to award the contract to the successful tenderer in Dec 2026 - Jan 2027, the Project Team estimate a commencement on site in mid-February 2027 with internal works required in the existing block A during summer 2027 (refer to the Construction Management Plan and Site Phasing drawings, which distinguish these areas).

No works shall commence on site prior to this date, except for temporary relocation of the Acetylene gas bottle store subject to MTU's approval. Due to the nature of the working environment, all classrooms, offices, laboratories, workshops, and circulation areas (including internal stair cores and corridors) need to be considered during the extension works, and any phased works during non-academic periods, will need to be handed over as outlined in the AFEC indicative programme.

The contractor should familiarise themselves with the Construction Management and Phasing Plans which document the requirements specified within for the works. We would like to highlight that the requirement to provide, install and maintain dust screens and protection to all internal rooms that are associated with the extension and link areas for the duration of the works on site.

With regards to MTU Working Hours: Typically, the site working hours are Monday to Friday from 08.00 to 17.00 (excluding Bank Holidays). If it is required that some of the works will need to be carried out outside of these hours to facilitate the minimisation disruption to the building, The contractor shall give reasonable notice to the Employer Representative when it is necessary to work outside these core hours.

All work outside these hours needs to be agreed with the Employers Representative and MTU. If other working times are required or work which must be checked by MTU and the design team prior to commencement are to be carried out for specific purposes the contractor should consult with design team prior to commencement of that work.

With regards to live areas on campus that the contractor will have to pass through: The Employer shall remain in possession of those parts of the site or property, not for the time being in possession of the Contractor and shall be enabled to continue to enjoy unimpeded use of such parts. Services must be maintained at all times, and the Contractor shall allow access to the employer's agents to the services. The Contractor shall so manage his or her work as to cause the minimum of interference or inconvenience to the adjacent properties or their occupants. The contractor shall familiarise themselves with MTU Permit to Work System, details of which are included in the Preliminary Health & Safety Plan (Volume D).

Contractors shall include in their pricing for an adequate number of employees on housekeeping duties. All equipment and work practices to be used on site shall be of good quality and well maintained to avoid nuisance from dust, smoke, smell and noises. All waste should be removed from site in closed containers where possible.

With regards to contractors' compound and areas of works: The contractor is to ensure and maintain fire vehicle, refuse collection and delivery access to buildings adjacent to and within the site at all times. The contractor will not disrupt access to or impede the day to day running of the adjoining buildings at any time during the works unless otherwise approved. The contractor will be responsible for their own waste and recycling removal and will not be permitted to use the MTU facilities on site. The contractor will stop noisy operation immediately on request of the occupants of these buildings. Do not use unsilenced pneumatic drills or percussion hammers without approval.

While there are no restrictions to contractor parking during the Summer Months (June, July and August), once classes resume in September; the successful Contractor will need to make alternative parking arrangements offsite. This is due to a significant shortage of parking available for staff and students on site.

The successful contractor shall provide fully coordinated shop drawings and submittals for approval by the design team. The successful contractor for these works will also act as the PSCS for this project. The Preliminary Health & Safety Plan with supporting Risk Assessments have been attached for your records.

Finally, in line with the Governments 2030 and 2050 Climate Action Plan targets, the Contractor must familiarise themselves with the Public Sector Climate Action Plan requirements, particularly in relation to low-carbon construction methods and resource and waste management. This includes, but is not limited to, implementing practices that minimise greenhouse gas emissions, improve energy and resource efficiency, reduce waste, and support climate-resilient outcomes throughout the delivery of the works. Tenderers may be required to demonstrate how their proposed methods, materials, and operations align with these commitments and to report on relevant environmental performance during the project.

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Signed



Kevin Gilligan

Architectural Technologist,
MTU Building and Estates Office

Schedule of Tender Documentation Attached:

1.Introduction to Tender

ITTW2 Invitation to Tender

ITT-W2-v3.1-25-11-2025 Instructions to Tenderer

2.Public Procurement Documents & Suitability Assessment Questionnaire

<u>Document Type</u>	<u>Details</u>
QW2-Part-1-v2.2-25-11-2025	Part 1 – Information for Tenders, Project Particulars and Suitability Assessment Questionnaire
QW-Part-2-v1.1-18-11-2024	Part 2 Applicant Details and Declarations
QW2_Appendix_A	Applicants Self Declaration
QW2_Appendix_B1	List of Previous Works Projects which is CEE
QW2_Appendix_B2	Certificate of Satisfactory Project Execution
QW2_Appendix_B3	Certificate of Satisfactory Delivery of Services
QW2_Appendix_C	Bankers Letter
QW2_Appendix_D2	QW2- Letter of Undertaking re Bond
Form of Undertaking	Form of Undertaking
3.4.1-HS-Works Contractor V3.1 25-11-2025	Health And Safety Competence of a Contractor
3.4.2-HS-PSCS-V3.1 25-11-2025	Health And Safety Competence of a Project Supervisor for Construction Stage (PSCS)
QW3a-v2.1-18-11-2024	Part 1 – Suitability Assessment Questionnaire Works Specialist (Mechanical)
3.4.1-HS-Works Contractor V3.0-28-07-2023	Health And Safety Competence of a Works Specialist
QW3a-v2.1-18-11-2024	Part 1 – Suitability Assessment Questionnaire Works Specialist (Electrical)
3.4.1-HS-Works Contractor V3.0-28-07-2023	Health And Safety Competence of a Works Specialist

3. Volume A – Works Requirements

3.1 Architectural Drawings & Specifications (see Drawing Register below)

3.2 Mechanical & Electrical Drawings & Specifications (see Drawing Register below)

3.3 Civil & Structural Drawings & Specifications (see Drawing Register below)

3.4 BCAR Standards and methodology document

3.5 Construction Management Plan

3.6 Indicative Programme and Phasing Document.

4. Volume B – Form of Tender and Schedule

FTS5 v2.9 25-11-2025 Form of Tender & Schedule

5. Volume C – Pricing Document

6. Volume D – Additional Information

6.1 Asbestos Survey

MTU Bishopstown Updated Asbestos Management Survey

6.2 Preliminary Health and Safety Plan

6.3 Academic Calendar

Academic Wall Planner 2026-2027

6.4 PW CF5

PW CF5 Contract V2.9_25.11.2025

6.5 MTU Electrical Specification

MTU General Electrical Specification Doc Rev D

6.6 Climate Action Mandate

Public Sector Climate Action Mandate 2025

6.7 MTU Preventative Maintenance Schedule.