

## TCD-26-C2289 SAQ Clarifications – Minor Works Contractors (€0 to €300k)

### Clarification Question(s) – 25/08/2026

| Message ID                           | RFT Section/Supplier | Question                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Response Message ID | TCD Response/Message                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
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| <b>781235</b><br>08/09/2026<br>15:01 |                      | <p>Good afternoon,</p> <p>With regard to the requirement for a Company Organogram section 3.4a, could you please clarify whether you are seeking:</p> <ul style="list-style-type: none"> <li>• A company-wide organisational chart showing all personnel, or</li> <li>• An organogram for the proposed project team for this framework?</li> </ul> <p>If a proposed team organogram is required, could you also advise whether there are specific roles that you would expect to see included?</p> <p>We would appreciate the clarification to ensure our submission fully addresses your requirements in all areas.</p>                                                                                                                                                                   |                     | <p>Dear Tenderer,</p> <p>We are seeking an organogram for the proposed project team for this framework. The purpose of the organogram is to demonstrate the company's available capacity and capability to perform the services across the anticipated range of project values, from €25,000 up to €300,000.</p> <p>There are no specific prescribed roles that must be included. Tenderers should identify the personnel and roles they propose to make available for the delivery of projects under the framework, as appropriate to demonstrate their capacity and capability.</p> <p>Regards,<br/>The CA</p> |
| <b>786870</b><br>15/09/2026<br>12:28 |                      | <p>Hi,</p> <p>We note the 3 Management CV's required are Project Director, Contracts Manager and Health and Safety Manager as stated in the SAQ. However there is no CV template for Director but there is one for a Foreman. Can you clarify which 3 CV's are required and if a Project Director CV is required can a template for same be issued.</p> <p>Regards,</p>                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>788301</b>       | <p>Dear Tenderer,</p> <p>Please note an updated CV template for Project Manager has been uploaded to the tender documents,</p> <p>The three (3) CV's required are Project Director, Contracts Manager and Health &amp; Safety Manager.</p> <p>We apologise for any confusion caused,</p> <p>Regards,<br/>The CA</p>                                                                                                                                                                                                                                                                                              |
| <b>788155</b><br>16/09/2026<br>12:58 |                      | <p>In relation to item 3.4c, how many different projects should be submitted?</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>788292</b>       | <p>Dear Tenderer,</p> <p>Four (4) projects should be submitted under criterion 3.4c</p> <p>Regards<br/>The CA</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>788205</b><br>16/09/2026<br>13:39 |                      | <p>Good afternoon,</p> <p>The SAQ Assessment Scheme identifies Criteria 3.4.1b and 3.4.2b as <b>Declaration Required</b>. However, the descriptive text within the associated Health and Safety Supplements refers to the submission of an organisational structure, Curriculum Vitae and evidence of educational and professional qualifications for personnel.</p> <p>We also note that under Criterion 3.4b (Educational and Professional Qualifications - Personnel), no supplementary personnel roles, qualifications or Curriculum Vitae requirements have been identified by the Contracting Authority.</p> <p>Could Trinity College please confirm whether a declaration alone is sufficient for Criteria 3.4.1b and 3.4.2b, or whether tenderers are also expected to provide</p> |                     | <p>Dear Tenderer,</p> <p>We confirm that no supporting evidence is required for Criteria 3.4.1b and 3.4.2b. The descriptive text under these criteria is standard wording contained in the primary document issued by the OGP and cannot be amended by the Contracting Authority.</p> <p>We also confirm that no response is required under Criterion 3.4b.</p> <p>Tenderers are required to sign the declaration at the end of the SAQ. We confirm that this declaration satisfies the declaration requirements for Criteria 3.4.1b and 3.4.2b.</p> <p>Regards,<br/>The CA</p>                                  |

[illegible]

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