



Comhairle Cathrach  
& Contae **Luimnigh**

---

**Limerick** City  
& County Council

# **Design, Manufacture and Supply of Branded Promotional Golf Balls**

**Briefing Document**

Contents

Introduction ..... 3

Scheme Overview..... 3

Scope of services ..... 3

Contract Conditions ..... 4

Pricing and Award Criteria ..... 5

Insurances ..... 7

Tender Document Submission ..... 7

Appendix A..... 8

Appendix B ..... 8

## Introduction

Limerick City and County Council is seeking to appoint a suitably qualified and experienced supplier for the design, manufacture and supply of branded promotional golf balls in connection with the Ryder Cup Golf Tournament, which will take place in September 2027. The promotional golf balls will act as landmark branding features and visitor attractions at locations throughout County Limerick.

The successful tenderer shall provide all design, branding, manufacturing and delivery services associated with the promotional golf balls and their supporting documentation.

The requirement is for the supply of ten (10) promotional golf balls with an approximate diameter of 1.2 metres incorporating approved Ryder Cup and associated event branding as directed by Limerick City and County Council.

The scope of this contract is design and supply which excludes installation works.

## Scheme Overview

Limerick City and County Council invites tender submissions from suitably qualified suppliers for the design, manufacture and supply of promotional golf balls for use as part of the Ryder Cup 2027 preparations and promotional activities.

The contract shall comprise the design, manufacture and supply of promotional golf balls, including all associated logo design, branding, protective transport cases, holding down fixings, and delivery to Council nominated locations.

The successful tenderer shall be responsible for ensuring that all promotional golf balls are manufactured to a high standard and are suitable for long-term outdoor use within the Irish climate.

The successful tenderer shall complete the design, manufacture and delivery of all promotional golf balls within six (6) months of the contract award date.

## Scope of services

The appointed supplier shall provide a complete design and supply solution for the promotional golf balls and associated supporting documentation.

Services shall include, but are not limited to:

- Design and manufacture of promotional golf balls approximately 1.2 metres in diameter.
- Incorporation of approved logos which will be supplied by Limerick City and County Council.
- Provision of a 3D model and design drawings for final product approval.
- Specification of holding down fixings and anchoring systems.
- Supply of all required holding down fixings and associated hardware.
- Supply of protective transport and storage cases.
- Transportation and delivery of all golf balls and associated materials.
- Provision of maintenance recommendations and product warranties.
- Provision of product specifications and manufacturer's documentation.

The scope of this contract is limited to design and supply only. Installation of the promotional golf balls shall be undertaken by others unless otherwise directed by Limerick City and County Council.

## Contract Conditions

The following conditions shall form part of the contract.

### 4.1 Protective Transport Cases

Each promotional golf ball shall be supplied in a purpose-designed protective case suitable for transportation, handling, storage and future relocation.

### 4.2 Branded Logos

Each promotional golf ball shall contain four (4) branded logos.

The positioning of all logos shall be subject to approval by Limerick City and County Council.

### 4.3 Holding Down Fixings

All holding down bolts, anchors, fixing brackets and associated hardware required to secure the promotional golf balls shall be supplied by the contractor as part of this contract.

### 4.4 Logo Approval

Logos will be supplied by Limerick City and County Council. No manufacturing works shall commence until all proposed logos, artwork and branding layouts have been approved in writing by Limerick City and County Council.

### 4.5 Design Submission Requirements

The final product design submission shall include, as a minimum:

- One full-colour 3D rendered model.
- One plan drawing.
- Four elevation drawings.
- Details of logo sizing and positioning.
- Material specifications and proposed finishes.

### 4.6 Delivery Programme

The complete design, manufacture and delivery of all promotional golf balls shall be completed within six (6) months from the date of issue of the contract award.

### 4.7 Delivery of Materials

Delivery of promotional golf balls shall be undertaken only at the request of Limerick City and County Council.

The contractor shall allow for delivery of the following quantities:

| Municipal District                           | Quantity      |
|----------------------------------------------|---------------|
| Metropolitan District of Limerick            | 4 No.         |
| Municipal District of Adare - Rathkeale      | 3 No.         |
| Municipal District of Newcastle West         | 2 No.         |
| Municipal District of Cappamore - Kilmallock | 1 No.         |
| <b>Total</b>                                 | <b>10 No.</b> |

The golf balls, transport cases, holding down fixings and associated documentation shall be delivered to locations nominated by the Council within the relevant Municipal Districts.

#### 4.8 Materials and Durability

The promotional golf balls shall be manufactured from durable, weather-resistant materials suitable for long-term outdoor use (minimum 12-month period) within the Irish climate. The golf balls shall be approximately 1.2 metres in diameter and constructed from fibreglass, providing a durable, lightweight and structurally robust finish suitable for outdoor exposure.

Materials shall be resistant to:

- UV degradation.
- Corrosion.
- Moisture ingress.
- Wind loading.
- Accidental impact.
- Vandalism.

#### 4.9 Warranty

The successful tenderer shall provide a minimum warranty period of twelve (12) months from the date of delivery covering defects in materials, workmanship, finishes, logos, coatings, fixings and associated components.

### Pricing and Award Criteria

This tender shall be awarded on the basis of the Most Economically Advantageous Tender (MEAT).

#### Price Criteria - 100 Marks

**Tenderers shall complete and return the Pricing Submission document contained within Appendix A.**

Tenderers shall provide a fixed lump-sum price for the design and supply of ten (10) promotional golf balls in accordance with this brief.

The submitted price shall include all design services, logo development, manufacture, branding, protective transport cases, holding down fixings, delivery costs and all associated expenses.

All works remain subject to Limerick City and County Council approval and funding availability.

**Quality Criteria - Pass / Fail**

Tenderers shall provide:

**1. Company Profile**

A brief company profile outlining the tenderer's business, relevant experience, organisational structure and capability to undertake the requirements of this contract.

**2. Evidence of Similar Product**

Tenderers shall provide evidence of delivering similar product within the previous five (5) years.

The submission shall include details of the product involving the design, manufacture and delivery of similar product.

Information shall include:

- Client name.
- Product description.
- Product value.
- Date of completion.
- Scope of services provided.

**3. Delivery Team, Supply Chain and Delivery Programme**

Tenderers shall identify all relevant third-party suppliers, subcontractors, manufacturers and stakeholders involved in the delivery of this contract.

Tenderers shall provide a detailed delivery programme outlining:

- Design period.
- Approval period.
- Manufacturing period.
- Quality assurance checks.
- Delivery programme.

The proposed programme shall demonstrate how the requirement to deliver all promotional golf balls within six (6) months of contract award will be achieved.

**4. Contract Manager**

Tenderers shall nominate a dedicated Contract Manager who shall act as the primary point of contact for Limerick City and County Council throughout the duration of the contract.

The submission shall include:

- Name.
- Position.

- Relevant experience.
- Telephone number.
- Email address.

Failure to provide the required documentation may result in exclusion from the tender process.

**Tenderers shall complete and return the Quality Criteria document contained within Appendix B.**

## Insurances

The following minimum requirements are to be in place prior to the award of any contract to the successful candidates. Evidence of said compliance shall be provided within 7 days of receipt of a written request from the Employer (Limerick City and County Council).

### A. Insurances

| Cover                            | Minimum cover each and every claim | Period                                    |
|----------------------------------|------------------------------------|-------------------------------------------|
| Professional Indemnity Insurance | €6,500,000                         | From start to completion of the Services. |

### B. Tax Compliance

- Evidence in the form of a current Tax Clearance Certificate.

Parts A and B above are not required as part of the tender submission. This information will be verified with the apparent successful tenderers in advance of contract award.

## Tender Document Submission

The tender submission is to be returned by **02/10/26 18:00/6pm** through the Etenders portal.

Tenderers must submit the completed Pricing Submission contained within Appendix A and Quality Criteria contained within Appendix B as set out in Pricing and Award Criteria.

Any queries or requests for clarification must be submitted by email to [philip.kinsella@limerick.ie](mailto:philip.kinsella@limerick.ie) before the clarification period closing on **29/09/26 18:00/6pm**.

Late submissions will not be considered.

### Pricing Notes

- Tenderers shall provide a single fixed price for the complete design and supply of all ten promotional golf balls.
- No separate payment shall be made for logo design, transport cases, holding down fixings or delivery.
- All costs associated with the contract shall be deemed included in the submitted lump-sum price.
- Prices shall remain fixed for the duration of the contract.

## Appendix A

### Pricing Submission

All prices shall include all design services, logo development, manufacture, branding, protective transport cases, holding down fixings, delivery to the nominated Municipal District locations, and all associated expenses.

Tenderers shall provide a **fixed lump-sum price** for the design and supply of ten (10) promotional golf balls in accordance with this brief. The submitted price shall include all requirements outlined within the Scope of Services and Contract Conditions sections of this document.

| Candidate                                                                                                                                       |      |                                        |
|-------------------------------------------------------------------------------------------------------------------------------------------------|------|----------------------------------------|
| Service                                                                                                                                         | Unit | Price (100 Marks)<br>(Excluding VAT) € |
| Design and Supply of Promotional Golf Balls (including logo design, manufacture, protective transport cases, holding down fixings and delivery) | 10   | €                                      |
| Total Tender Sum                                                                                                                                |      | €                                      |

## Appendix B

### Quality Criteria

#### 1. Company Profile

Provide a brief overview of your organisation, including company history, business activities, relevant experience and capability to deliver the requirements of this contract.

#### Response

Company Name:

---

Registered Address:

---



---

Year Established:

---

Number of Employees:

---

Company Overview:

---

---

---

---

Relevant Experience:

---

---

---

---

**2. Evidence of Similar Product Delivered Within the Previous Five Years**

Tenderers shall provide evidence of delivering similar projects within the previous five (5) years involving the design, manufacture and delivery of comparable products.

**Product 1**

Client Name:

---

Project Name:

---

Project Description:

---

---

Scope of Services Provided:

☐ Design

Additional Information:

☐ Manufacture

☐ Delivery

Project Value (€):

---

Completion Date:

---

Reference Contact:

---

Telephone / Email:

---

**Product 2**

Client Name:

---

Project Name:

---

Project Description:

---

---

Scope of Services Provided:

☐ Design                      Additional Information:

☐ Manufacture

☐ Delivery

Project Value (€):

---

Completion Date:

---

Reference Contact:

---

Telephone / Email:

---

**3. Delivery Team, Supply Chain and Delivery Programme**

Tenderers shall identify all relevant third-party suppliers, subcontractors, manufacturers and stakeholders involved in the delivery of this contract.

**Key Project Participants & Supply Chain Description:**

**Design period:**

**Approval period:**

**Manufacturing period:**

**Quality assurance checks:****Delivery Programme Narrative:**

Provide a summary explaining how delivery of all ten (10) promotional golf balls will be completed within six (6) months of contract award.

**4. Nominated Contract Manager**

Provide details of the person who will act as the primary point of contact for Limerick City and County Council.

| Information Required         | Response |
|------------------------------|----------|
| Name                         |          |
| Job Title                    |          |
| Telephone Number             |          |
| Mobile Number                |          |
| Email Address                |          |
| Years of Relevant Experience |          |

**Relevant Experience of Contract Manager**