

CLARIFICATION 4

TEN2600167

**CFT for LEO Mentor Programme Panel 2027-2029 for
Cavan County Council**

Query 1

Section 4.3 (Financial Standing) of the Request for Tender requires confirmation that the tendering party's turnover "exceeded €10,000 during one/each of the last three years". Could you please confirm whether this threshold must be exceeded in **one** of the last three financial years or in each of them? Could you also confirm whether turnover for the current financial year (2026, to date) may be taken into account?

Response Query 1

The turnover threshold of €10,000 should be exceeded in each of the last three financial years. However, where a tenderer is a newly established business and does not have accounts available for 2023, 2024 and 2025, turnover achieved during 2026 (to date) may be considered as part of the assessment of financial standing.

Query 2

Where an applicant relies on the financial capacity of another entity solely to meet the turnover requirement, could you please confirm that Note #3 of Section 4.4 (that one of the reference projects must come from the third party) does not apply, since that note relates to reliance for previous experience?

Response Query 2

Yes. Where an applicant is relying on the financial capacity of another entity solely to satisfy the turnover requirement, Note 3 of Section 4.4 does not apply.

Query 3

Section 4.4 requires one comparable previous contract for each Lot applied for, and Criterion A asks for a separate Section B1a for each Lot. Where a single mentoring assignment covered competencies in more than one Lot, could you please confirm whether the same reference may be used for more than one Lot, or whether a different reference is required for each Lot?

Response Query 3

To best demonstrate suitability and experience, applicants are encouraged to provide a separate example for each Lot applied for, where possible.

Query 4

Section 4.4 of the Request for Tender, Ref. **Completion of the Mentoring Competencies form**, states that "boxes should be left blank for those sub-categories/competencies they offer", whereas Criterion C states that boxes should be left blank for sub-categories that are not applicable. Could you please confirm that applicants should tick the sub-categories they offer and leave blank those that do not apply?

Response Query 4

Yes. Applicants should tick the sub-categories they offer and leave blank any sub-categories that are not applicable or are not being offered.

Query 5

The contract notice states a tender validity period of 180 days, whereas the Candidates' Statement (Appendix 3 of the Tender Response Document) refers to 12 months from the submission deadline. Could you please confirm which period applies?

Response Query 5

The correct tender validity period is 180 days from the tender submission deadline.

The reference in Appendix 3 (Candidates' Statement) to keeping the offer open for acceptance for 12 months is an administrative error and has been removed for this document.

Please be advised that the Original "Documents!.zip file has been replaced with the "Revised Documents".zip file.

This change was made to allow the original Request for Tender (RFT) Mentor Panel document to be removed and thereby avoid any potential confusion.

At this time, the only document amended is:

- Request for Tender (RFT) Mentor Panel – Rev A

The only amendment made is the removal of references that were addressed through the published clarification responses. No other changes have been made to the tender documentation.
