

REQUEST FOR TENDER DOCUMENT

Pat Naughton, Roscommon Coaches Ltd, Galey Bay, Knockcroghery, Co Roscommon, F42RP20, (The Contracting Authority) is looking for a competent supplier to supply a Three Brush washing system for cleaning buses, trucks and vans with a rainwater harvesting system attached or similar. Please refer to **Appendix I** for a full specification of requirements. Quotes for other specifications will not be considered.

PLEASE SUBMIT ONLY ONE QUOTE AND ONLY FOR SPECIFICATION NOTED AT APPENDIX I, VARIATIONS FROM THIS MAY DISQUALIFY YOUR QUOTE.

SUPPLIERS MUST SUBMIT ALL DOCUMENTATION AS INSTRUCTED BELOW, FAILURE TO DO SO MAY RENDER QUOTES INVALID.

1. INSTRUCTION TO TENDERERS

- **Quote** – please complete the Form of Tender provided in **Appendix 2. Your costs must:**
 - Be a FIXED FEE
 - INCLUSIVER of Delivery, etc.
 - Be in EURO €
 - Have a clear VAT Rate and Value and a valid Inclusive and Exclusive of VAT quote
 - Remain valid for 6 months from the closing date of this tender call and duration of the contract
 - Any charges omitted from quotes will not be permitted post tender. **FAILURE TO SIGN THIS FORM OF TENDER MAY INVALIDATE QUOTES.**
- **Specification of Products** – please provide details of specification with visuals/brand names as relevant. **This forms par of the award criteria and is essential for evaluating submissions.** **FAILURE TO PROVIDE THIS DETAIL WILL INVALIDATE QUOTES.**
- **Warranty** – please detail in your quote warranty terms as applicable.
- **After Sales Support** – please outline details of after sales support in terms of maintenance/ replacement/parts service, including timelines.
- **Track record** – References of supplying equipment of a similar nature to previous clients may be requested from shortlisted suppliers and will be mandatory when requested. **This information is not required at quotation stage.**

Please note - this contract is subject to funding.

2. AWARD CRITERIA

The contract will be awarded to the most economically advantageous proposals by reference to suitability and cost. Marks will be awarded under the following criteria (scored from 100 marks weighted as indicated below). Tenders will be required to score a minimum of 60% to stay in the competition:

- | | |
|--|-----------------------|
| a. Addressing the Specification of Requirements | 60 marks (60%) |
| This will be assessed based on visuals and details provided to demonstrate meeting the specification as outlined at Appendix 1 to include Delivery/After-sales and Warranty proposed) | |
| b. Cost | 40 marks (40%) |

(Cost will be assessed on the basis of the completed Form of Tender)

For full transparency and clarity please note the below scoring mechanism and rationale will be operated by The Contracting Authority for non-cost criteria:

Score	Meaning	Interpretation
81% - 100% of the marks	Excellent	An excellent response demonstrating excellent understanding offering assurance to client – strongly supported.
71% - 80% of the marks	Very good	A very good response demonstrating a very good understanding offering assurance to client – fully supported.
61% - 70% of the marks	Good	A good response demonstrating a good understanding offering assurance to client – well supported.
Less than 60% is unacceptable		

Evaluation of Qualitative Criteria A

Tenderers must achieve a minimum score of 60% of the total marks available for the individual qualitative criteria. Any Tender which does not meet this minimum threshold shall be excluded from further consideration.

Note: where there is a tie-break, the economic operator with the highest quality score will be awarded the tender. In a case where the overall qualitative scores are identical the economic operator with the highest score on the highest weighted qualitative criterion will be awarded the tender.

Post Tender Clarification

At the discretion of the Contracting Authority, tenderers may be invited, in writing, to clarify certain aspects of their tender, particularly where information or documentation to be submitted appears to be incomplete or erroneous. However, all such requests will be made in full compliance with the principles of equal treatment and transparency and avoid any distortion of competition.

Verification

Award of contract may be subject to attendance at a verification meeting. It would be essential that the key personnel assigned to this contract should be available and present at this meeting. If required, tenderers will be notified of the date, time, agenda, and format for such meetings as soon as possible.

Right to Confirm Suitability

Tenderers should note that the Contracting Authority reserves the right to confirm that the financial and technical capacity of the tenderer is valid and unchanged prior to the award of any contract.

3. TIMETABLE

Queries: Queries will be dealt with by email only – send to info@roscommoncoaches.ie

Quote Deadline: Your quote should be emailed ONLY to info@roscommoncoaches.ie to reach us **NO LATER THAN Friday 6th of November 2026 @4:30pm.**

TENDERS AFTER THE SUBMISSION DATE OR IN ANY OTHER FORMAT WILL NOT BE ACCEPTED.

Please ensure you have included all required documents with your tender submission as failure to submit may disqualify you from the competition.

4. ADDITIONAL INFORMATION

- The Contracting Authority reserves the right to terminate contracts with providers who are underperforming or in breach of the terms and conditions of their Contract Agreement.
- If for any reason it is not possible to award the contract to the designated successful tenderer emerging from this competitive process, or if having awarded the contract the contracting

authority considers that the successful tenderer has not met its obligations, the contracting authority reserves the right to award the contract to the next highest scoring tender on the basis of the terms advertised. This shall be without prejudice to the right of the contracting authority to cancel this competitive process and/or initiate a new contract award procedure as its sole discretion.

- Any conflicts-of-interest involving a tenderer must be fully disclosed to The Contracting Authority.
- Failure to disclose a conflict-of-interest may disqualify a bidder or invalidate an award of contract, depending on when the conflict-of-interest comes to light.
- Detailed pricing of all Tenders will be examined for arithmetical errors and the following approach to the correction of such errors will apply:
 - o Where there is a discrepancy between amounts in figures and words, the amount in words shall apply.
 - o Where there is a discrepancy between the unit price and the total amount derived from the multiplication of the unit price and the quantity, the unit price as quoted will normally govern unless, in the opinion of The Contracting Authority, there is a gross mathematical error in the unit price, in which event the total amount as quoted will govern.
- The Contracting Authority reserves the right (but shall not be obliged) to request Tenderers to attend interviews. These interviews will be for the purpose of clarification only. If this proves necessary, Tenderers will be informed as soon as possible with regard to the proposed date for interviews.
- If a Tender fails to comply in any respect with the requirements set out in this Invitation to Tender or is ambiguous, The Contracting Authority shall be entitled at its absolute discretion, (but shall not be obliged):
 - o To reject the Tender as non-compliant;
 - o Without prejudice to the Contracting Authority's right to reject the Tender, to meet with, raise issues and/or seek clarification from the Tenderer in respect of the relevant Tender;
 - o Without prejudice to the Contracting Authority's right to reject the Tender, to request the Tenderer to provide the Contracting Authority with information or items which have not been provided or have been provided in an incorrect form; and/or
 - o Without prejudice to the Contracting Authority's right to reject the Tender, to waive a requirement which, in the opinion of the Contracting Authority, is not material and/or is procedural.

APPENDIX 1 – SPECIFICATION OF REQUIREMENT

All quotes must meet the below specification (PLEASE NOTE ANY BRAND NAMES REFERENCED ARE FOR ILLUSTRATIVE PURPOSES ONLY AND TO DEMONSTRATE THE STANDARD REQUIRED):

PLEASE QUOTE ONLY FOR SPECIFICATION NOTED BELOW TO BE CONSIDERED A VALID QUOTE, VARIATIONS FROM THIS MAY DISQUALIFY YOUR QUOTE.

ONLY ONE QUOTE PER SUPPLIER WILL BE CONSIDERED - MULTIPLE QUOTES WILL INVALIDATE SUBMISSIONS

Three Brush washing system for cleaning buses, trucks and vans with a rainwater harvesting system attached

Detailed Specifications:

- Pat Naughton Roscommon Coaches LTD requests a competent contractor to supply, fit and commission an industrial brush washing system (clean buses, trucks and vans) with a rainwater harvesting system attached, with a 5000 litre tank and pump. The brush washing system is to be installed or fitted to the existing wash bay on site.
- It is the responsibility of each tendering contractor to visit the site to confirm the extent of the works required to fit, supply and commission the harvesting water system and brush washing system so to comply with the fixed price conditions of this quote.
- The requirement of the brush washing system specification as below.

	Speed wash TYPE
	4500
VH: Washing Height [mm]	4500
VB: Washing Width [mm]	2850
MH: Height of Machine [mm]	5400
MB: Width of Machine [mm]	4800
ML: Length of Machine [mm]	2300
SV: Width of rails [mm]	3690
Passing Width [mm]	3500
Minimum Height of bus Wash [mm]	5700
Minimum Width of bus Wash [mm]	5600
Minimum Length of bus Wash [mm]	Lengths + 6.000
Weight app. [kg.]	1600

Water Consumption [l/min.]	80-120
Water Connection	1"
Electricity Connection	3x400/N/PE
Electricity Consumption [kW]	5,5
Compressed Air at 8 bar [l/min]	10
Washing time for 12 m bus [min.]	5
Soap Consumption/wash [l]	0,04 (0-3,8 l/h)
Wax consumption/wash [l]	0,04 (0-3,8 l/h)
Rotation speed for TB [r/min.]	200
Rotation speed for SB [r/min.]	200
Machine speed [m/min]	From 6-12 (depended on the frequency)
Noise level [dB (A)]	66-71
Type of brush, side brushes	450/400/450 dark blue/light blue/dark blue
Amount of brushes	14
Type of brushes Roofbrush/amount	400 dark blue - 9 pcs.
Nozzles, lowpressure, type K5	39

- Rainwater harvesting system 5000 litre tank and pump if required.
- Minimum 3 Year Warranty
- Full Certified Type Approval
- Certificate of Conformity
- Details of back up service required

QUOTES MUST INCLUDE

- **SUPPLY, DELIVERY, FIT AND FULL COMMISSIONING to Pat Naughton, Roscommon Coaches Ltd at Galey Bay, Knockcroghery, Co. Roscommon, F42 RP20, to include all costs.**
- **CE Marking as relevant.**

APPENDIX 2 FORM OF TENDER

THIS FORM OF TENDER MUST BE COMPLETED AND RETURNED BY ALL TENDERERS.

FAILURE TO SIGN THIS FORM OF TENDER MAY INVALIDATE THE OFFER.

To:	Pat Naughton, Roscommon Coaches Ltd, Galey Bay, Knockcroghery, Co Roscommon, F42RP20 <i>[Promoter Name]</i>
From:	
Re:	Supply of _____

I/We have examined the tender documentation and thereby offer to provide the services **in accordance with the details and specification** contained within this document and confirm this quote will remain valid for up to 180 days from date of tender submission and for the duration of the contract.

I/We confirm this quote includes delivery to _____ and all costs.

ITEM	€
All costs associated with the supply (purchase) of _____ as specified at Appendix 1	
TOTAL COST EX VAT (FOR EVALUATION)	
VAT Rate % & Value €	
TOTAL COST INCL. VAT	
Signed:	
Name (in Capital Letters):	
On behalf of Company:	
Address:	
Email:	
Telephone:	Date:

IN ADDITION TO A FULLY COMPLETED FORM OF TENDER PLEASE PROVIDE *FULL SPECIFICATION OF THE PRODUCT TO INCLUDE VISUALS/BRAND NAMES AS RELEVANT*