

Taste 4 Success Skillnet

Call for Tender (CfT)

For inclusion in a Panel of Training & Service Providers

(Programme Design, Customisation, Accreditation and Delivery Services)

Panel Period: 1 January 2027 – 31 December 2029

Published: **October 2026** Submission deadline: **Monday 16 November 2026**

Taste 4 Success Skillnet is co-funded by Skillnet Ireland and member companies. Skillnet Ireland is funded from the National Training Fund through the Department of Further and Higher Education, Research, Innovation and Science.

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Rialtas na hÉireann
Government of Ireland



Co-funded by
the European Union

1. Background

This Call for Tender (CfT) is published to invite suitable training and service providers to submit proposals for inclusion in a panel of providers to Taste 4 Success Skillnet and member companies. Taste 4 Success Skillnet is funded by Skillnet Ireland (www.skillnetireland.ie), through the Department of Further and Higher Education, Research, Innovation and Science, and by member company contributions.

Further information about Taste 4 Success Skillnet can be found at www.taste4success.ie.

Basis of this competition. This competition is advertised on eTenders in line with the principles of equal treatment, non-discrimination, transparency and proportionality. It establishes an open admission system for approved providers. It does not award a public contract, and it is not a framework agreement or a dynamic purchasing system. Every tenderer who meets the requirements and the minimum score is admitted, the panel stays open throughout the panel period, and member companies may select the approved provider they wish to work with, in line with the Panel Selection Rules (Section 7.6). Taste 4 Success Skillnet selects providers using the MEAT Principles in accordance with the Panel Rules (Section 7.6)

2. Contracting Organisation

Taste 4 Success Skillnet is a national network comprising food, seafood, beverage/drink and hospitality businesses, including manufacturing, processing, logistics, distribution and artisan producers. Member companies range from micro indigenous artisan producers to large international conglomerates and supply-chain companies.

The network works with member companies to identify and deliver training solutions that improve business and people performance. Reducing costs and increasing competitiveness through enhanced skills and expertise is a major focus of the network and its members. All training identified and provided is in direct response to the expressed needs of member companies.

Many members' training needs require professional, industry or national qualifications/accreditation. Providers may therefore be required to design, develop and/or customise certified or accredited programmes, and may need to be a registered provider on the Quality & Qualifications Ireland (QQI) framework or with another recognised industry or professional accrediting body.

3. Objectives and Panel Period

The objective of this CfT is to establish an open panel of approved providers for the design, development/customisation, accreditation and delivery of training programmes to Taste 4 Success Skillnet member companies. Member companies may select the provider that best meets their training requirements from the approved panel. The rationale for provider selection will be recorded and retained for audit purpose.

The panel will operate for the period 1 January 2027 to 31 December 2029. The panel will remain open for the duration of the panel period. Following the initial establishment round, new submissions will be reviewed on a **quarterly basis, or on a needs-be basis**, as set out in Section 4 and Section 7.

Taste 4 Success Skillnet reserves the right to admit more than one provider for any individual Lot or programme. The categories of skills relevant to Taste 4 Success Skillnet businesses include, but are not limited to, those listed in Appendix A. Specifications of requirements will be issued as specific needs arise. The specific programmes to be delivered over the duration of the panel will depend on company demand and the ongoing availability of funding.

The awarding of successful tenders is subject to funding in each funding year.

4. Timeline

Milestone	Date
Publication of CfT	October 2026
Deadline for initial submissions (via eTenders and the T4S Procurement Portal)	17:00, Monday 16 November 2026
Evaluation of initial submissions completed	30 November 2026
Notification of provisional admission to the panel	Circa week commencing 7 December 2026
Condition-precedent documents due via eTenders and the T4S Procurement System (initial round)	16 November 2026
Panel goes live	1 January 2027
Ongoing admission: quarterly review cut-offs (or on a needs-be basis)	31 March, 30 June and 30 September in each panel year (last cut-off 30 September 2029)
Annual pricing renewal RFQ issued	Mid-October 2027 (for 2028 pricing) and mid-October 2028 (for 2029 pricing)
Annual pricing renewal RFQ returned	Mid-November 2027 and mid-November 2028 respectively
Panel closes	31 December 2029

The envisaged timeframe for delivery of programmes is the panel period, 1 January 2027 to 31 December 2029. Courses may be delivered once, more than once, or not at all, depending on demand and the availability of funding.

5. Lots

The Lots (categories of programmes and services) envisaged to be delivered under this panel are listed in **Appendix A**. The lists within each Lot are indicative and not exhaustive.

- Tenderers may tender for one, more than one, or all Lots.
- Tenderers must clearly indicate which Lot(s) they are tendering for in their submission.
- For programmes carrying professional, industry or national certification/accreditation, tenderers must indicate the accreditation and the awarding body.
- In order to be considered for admission, tenderers must provide sufficient information on their skills, experience, qualifications and references in their submission.

6. Provider Assessment Criteria

The panel will be established from qualifying tenders using the following assessment criteria:

Criterion	Maximum Score	Weighting
Relevant Experience	400	40%
Qualifications	330	33%
References	270	27%
Total Maximum Score Available	1,000	100%

Relevant Experience: highest scores will be awarded to tenderers with relevant experience in delivering similar projects — the design, development, delivery and evaluation of relevant programmes or services in a similar industry, sector or environment.

Qualifications: a list of qualifications for the individual trainers/personnel who will provide the service must be provided. Professional, industry or national accreditation/certification for each programme must also be indicated (e.g. QQI, University, College, Industry Awarding Centre, Professional Awarding Body).

References: references will be assessed on their quality and relevance to each Lot tendered for. Referees' names and contact details may be provided in place of written references. Taste 4 Success Skillnet reserves the right to check the reference details provided.

Only tenderers who achieve a minimum overall score of **700 points (70%)** will be admitted to the panel. The same criteria and threshold apply to submissions evaluated at quarterly (or needs-be) reviews throughout the panel period.

7. Operation of the Panel and Conditions of Admission

7.1 Provisional admission and condition precedent

Admission to the panel is provisional. Full admission is subject to a condition precedent: it is conditional upon the timely submission of the documents listed below. This is a condition precedent to panel membership, not a post-award formality.

Initial establishment round: all tenderers must submit the following via the T4S Procurement System, together with their tender, on or before **17:00, Monday 16 November 2026**. Providers will be notified in December 2026 whether they have been admitted to the panel:

- The completed Request for Quotation (RFQ), including details and pricing of **all** courses/services the provider will offer under the Lot(s) in which they were successful;
- A signed Data Processing Agreement (DPA) — the new T4S DPA template;
- A signed Service Level Agreement (SLA);
- A current Tax Clearance Certificate (TCC), together with the Tax Reference Number and Tax Clearance Access Number for online verification via Revenue's eTax Clearance system;
- A Course Overview for **each** course, completed in the T4S-provided Course Overview template **only** — no other format will be accepted.

Tenderers who do not submit all of these documents by 17:00, Monday 16 November 2026 will not be admitted in the initial round. Their submissions will be considered at the next quarterly review (cut-off 31 March 2027).

Ongoing (quarterly / needs-be) admission: providers admitted provisionally at a quarterly or needs-be review must submit the same documents via the T4S Procurement System within **7 days** of their notification of provisional admission, failing which they will not be admitted. Providers who have not received a submission link with their notification must contact info@taste4success.ie without delay.

7.2 Ongoing admission reviews

The panel will remain open for the duration of the panel period. Following the initial establishment round, new submissions will be reviewed on a **quarterly basis, or on a needs-be basis**, with quarterly cut-offs of 31 March, 30 June and 30 September in each panel year. Submissions received by a cut-off will be evaluated within two weeks of that cut-off, using the same awarding criteria and 70% threshold set out in Section 6.

After 16 November 2026, applications are made through the T4S Procurement Portal only, as the eTenders competition will have closed. The last quarterly cut-off for applications is 30 September 2029.

7.3 Pricing

Pricing submitted in the RFQ will be held for the calendar year in which it is submitted. An **annual pricing renewal RFQ** will be issued in **mid-October 2027**, to be returned by **mid-November 2027**, establishing pricing for 2028 along with other documentation TCC, SLA, DPA etc; a further renewal RFQ will be issued in mid-October 2028, to be returned by mid-November 2028, establishing pricing for 2029 along with other documentation TCC, SLA, DPA etc. All panel members re-price together at the annual renewal, regardless of when they joined the panel. New providers and courses are added to the panel as detailed in Section 7.2 above.

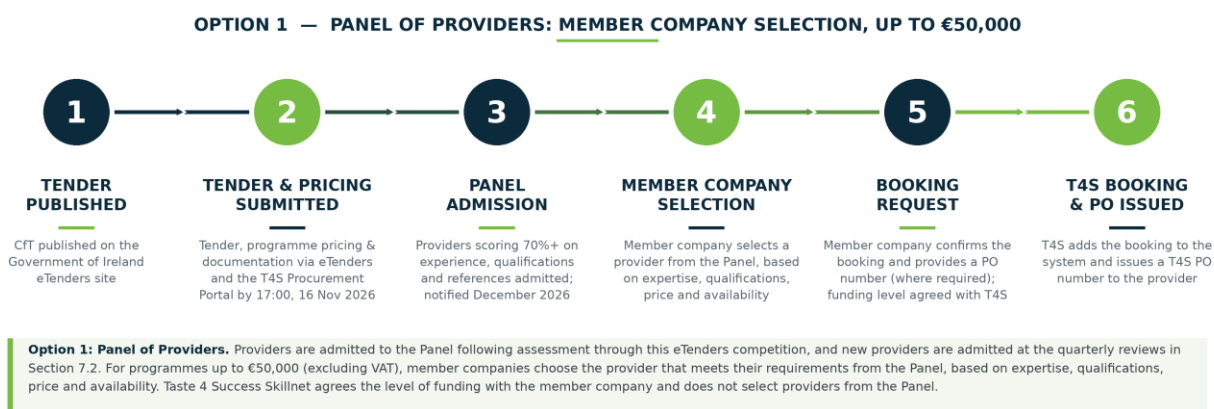
7.4 Panel Establishment Process

Taste 4 Success Skillnet establishes a Panel of Providers, to which new providers will be admitted subject to Section 7.2 above. Member companies have the right to choose a provider of choice, meeting their specific requirements, from the approved Panel of Providers, as those Providers have been assessed through this eTenders competition. This applies to programmes up to €50,000 (excluding VAT). Where anticipated programme values exceed €50,000, the Government Procurement Process will be applied.

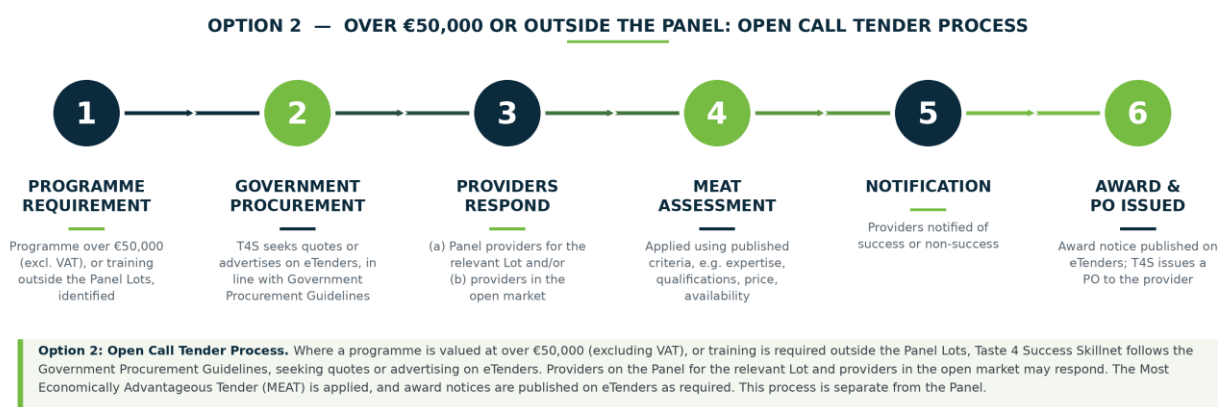
Taste 4 Success Skillnet does not select providers from the Panel. For programmes over €50,000, and training outside the Panel Lots, Taste 4 Success Skillnet selects providers using the Most Economically Advantageous Tender (MEAT) through the Open Call Tender Process, as detailed in the steps below:

7.5 Panel Tender Award Selection Options:

1. Member Company - Provider Selection Process – up to €50,000 values:



2. Open Call Tender Process – over €50,000 or outside the Panel:



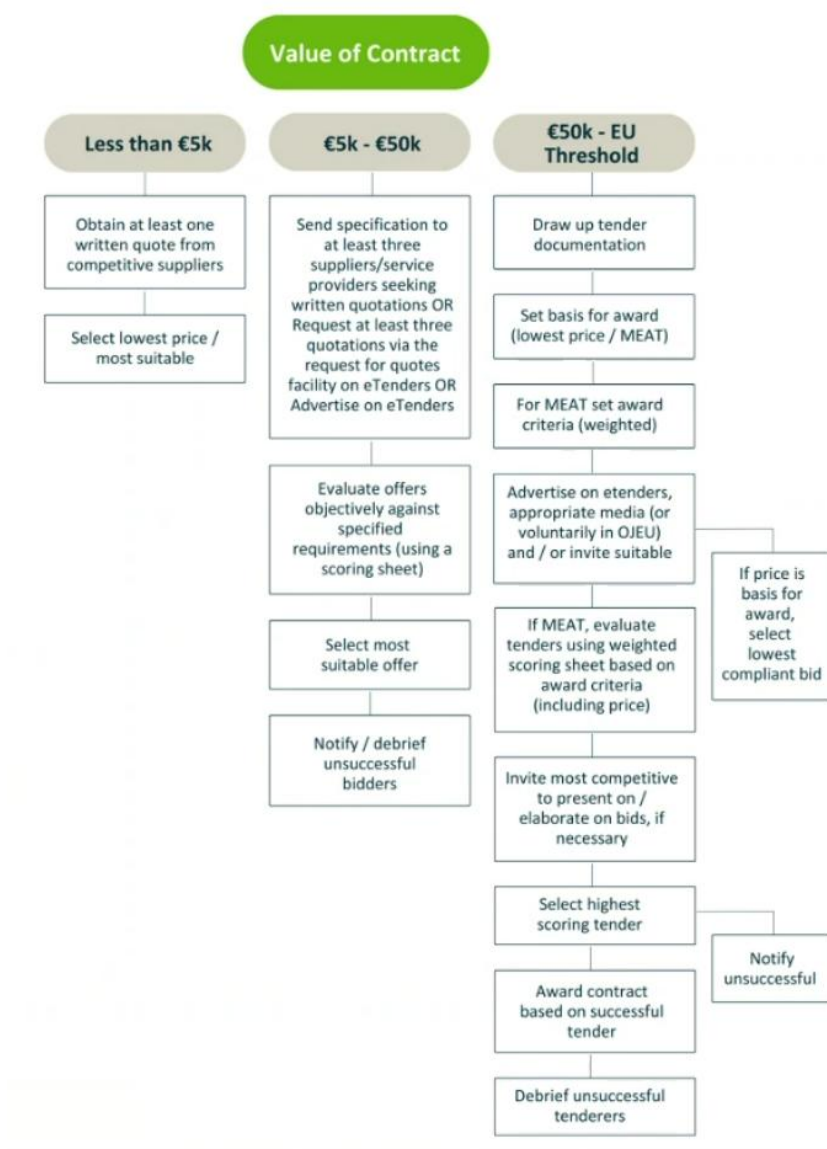
7.6 Panel & Open Procurement Rules

Providers can be directly selected by Member Companies from the approved Panel of Providers, based on experience, qualifications, area/s of expertise, price and availability at time of demand. Member companies may choose Providers from the Panel of Providers that they wish to engage and to work with, relevant to the course or Lot up to the threshold of €50,000, utilising the approved Panel of Providers. Awards greater than €50,000 must follow the Government Procurement Process. Taste 4 Success Skillnet agrees the level of funding that will be applied to the programme or course costs, directly with the Member Company.

Taste 4 Success Skillnet uses the Most Economically Advantageous Tender to identify and select successful Providers for award values greater than €50,000 and up to EU Threshold values.

Taste 4 Success Skillnet reserves the right to seek tenders from the open marketplace for training, upskilling, services that may occur and fall outside of the approved Panel of Provider services.

In these cases, and for all awards over €50,000, Taste 4 Success Skillnet will follow Government Procurement Requirements and seek quotes from suitable Providers that [a] may be listed on its approved Panel of Providers, and / or [b] Providers operating in the open market, to meet unique or additional requirements. This process is known as an OPEN CALL TENDER PROCESS, and is subject to Government Procurement Guidelines, as detailed in the following graphic.



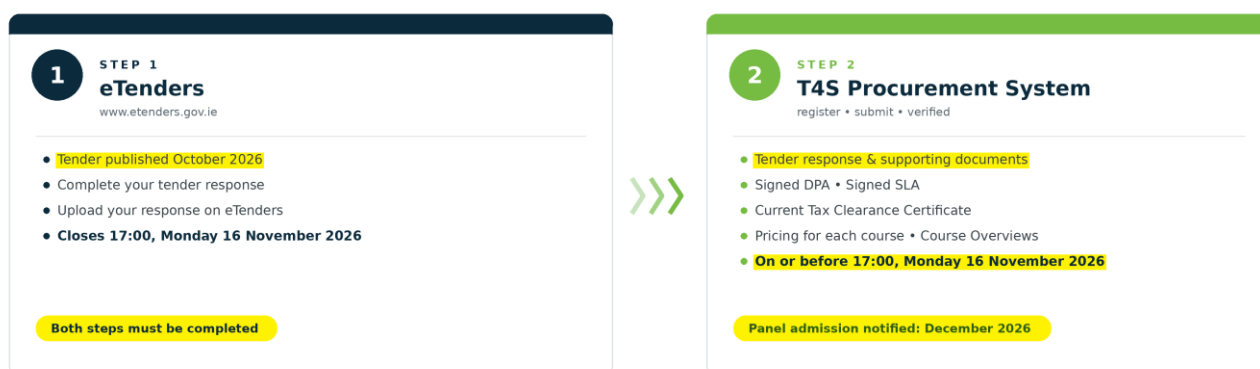
Taste 4 Success Skillnet reserves the right to operate various tendering processes, subject to Government Procurement Requirements, for the procurement and delivery of training, upskilling, services to its member companies.

8. Submission Instructions to Panel of Providers

Two-step submission — order is mandatory:

- **Step 1:** upload your tender on the national eTenders platform (www.etenders.gov.ie) **first**.
- **Step 2:** only after completing the eTenders Portal upload, submit your tender on the T4S Procurement Portal. The Portal submission includes a mandatory confirmation question that the eTenders upload has been completed.

The two-step submission applies to the initial round only. Applications made after 16 November 2026 for quarterly review are submitted through the T4S Procurement Portal only.



The **T4S Procurement System is the system of record for scoring**. Evaluation will be conducted on the submission made via the T4S Procurement Portal.

The T4S Procurement Portal can be accessed at: [Taste 4 Success Skillnet Procurement Portal](#) or via direct invitation. For technical assistance please contact hello@procurementexpert.eu

The digital forms on the Portal will capture all required information. Tenderers will be asked to upload supporting documentation, including:

- A completed, signed and dated Declaration (Appendix B);
- Proof of current tax clearance (eTax Clearance details);
- Proof of certification/accreditation, where relevant;
- Confirmation of insurance (see Section 9.3).

Failure to submit all required information in the specified format by the applicable deadline may lead to rejection of the tender. Incomplete tenders or tenders that do not follow the prescribed format will be rejected.

9. Legal and Compliance Requirements

9.1 Exclusion grounds

Tenderers to whom any of the exclusion grounds set out in Article 57 of Directive 2014/24/EU, as given effect in Ireland by the European Union (Award of Public Authority Contracts) Regulations 2016 (S.I. No. 284 of 2016), apply will be excluded from this competition. Broadly, these grounds include bankruptcy or insolvency, grave professional misconduct, failure to pay taxes or social security contributions, and conviction for fraud, corruption, money laundering, terrorist offences, child labour or human trafficking.

Tenderers are required to complete the Declaration at **Appendix B** in relation to these matters. Failure to submit a signed Declaration will result in elimination of the tender.

9.2 Tax clearance

Tenderers must confirm that they hold current tax clearance under Revenue's eTax Clearance system, and must provide their Tax Reference Number and Tax Clearance Access Number to enable online verification. Tax affairs must remain in order for the duration of any contract that may be awarded resulting from this panel.

9.3 Insurance

Tenderers must confirm that they hold the following insurance by ticking the relevant confirmation boxes on the Portal submission (and providing a copy of the certificate(s) on request):

- Professional Indemnity insurance — confirmation required;
- Public Liability insurance — confirmation required;
- Employer's Liability insurance — confirmation required where relevant (i.e. where the tenderer has employees).

9.4 Data protection (GDPR)

Where providers handle participant personal data in the course of delivering services under this panel, they act as data processors on behalf of Taste 4 Success Skillnet within the meaning of the General Data Protection Regulation (EU) 2016/679 and the Data Protection Act 2018.

Execution of the new Taste 4 Success Skillnet Data Processing Agreement (DPA) is mandatory. The DPA must be signed and returned by the organisation as part of the RFQ pack (see Section 7.1). The DPA template will be issued with the notification of provisional admission.

Taste 4 Success Skillnet will comply with all applicable data protection legislation in the processing of information provided by tenderers.

9.5 Freedom of Information

Taste 4 Success Skillnet will endeavour to hold confidential any information provided in a tender, subject to its obligations under law, including the Freedom of Information Act 2014. Should a tenderer wish that any information supplied not be disclosed because of its sensitivity, the tenderer should identify the sensitive information and specify the reason for its sensitivity at the time of submission. Taste 4 Success Skillnet will consult with the tenderer about such information before making a decision on any Freedom of Information request received. Information not identified as sensitive is likely to be released in response to a valid request.

9.6 Conflicts of interest

Any potential conflicts of interest involving a tenderer must be fully disclosed in the submission — for example, where the tenderer is providing similar design, delivery or development work on similar programmes to another Skillnet network, where such work may be considered to be in conflict with Taste 4 Success Skillnet or its member companies, or where such work may be considered displacement of taxpayers' funds. Failure to disclose a conflict of interest may disqualify a tenderer or invalidate an award of contract, depending on when the conflict comes to light.

9.7 Consortia, associates and subcontracting

Tenderers may propose to deliver services using associates or subcontractors, or as part of a consortium. Where they do so, the tender must clearly identify all parties, the entity that will contract with Taste 4 Success Skillnet, and whose accreditations, qualifications and references are being relied upon. Accreditations relied upon must be held by the entity or individuals actually delivering the relevant programmes.

9.8 Confidentiality, cancellation and costs

All information provided pursuant to this CfT must be treated in strict confidence by tenderers. The award of a tender does not give rise to any enforceable rights by the successful tenderer. Taste 4 Success Skillnet may cancel the tender process at any time prior to a contract being entered into, and will not be liable in respect of any costs incurred by tenderers or other parties in the preparation of tenders or any associated work effort.

10. Clarifications and Queries

Queries in relation to inclusion on the panel must be made through the T4S Procurement Portal. Responses to questions will be circulated via the Portal, and all tenderers will be advised by email of any significant issues raised by any tenderer. Queries and requests by phone will not be responded to. Providers who have been notified of provisional admission and have not received a document-submission link must contact info@taste4success.ie.

Appendix A — Lots (estimated 3-year Panel training budget value = €3,000,000)

List of Lots (categories/programmes and services) envisaged to be delivered by Taste 4 Success Skillnet. The lists within each Lot are indicative and not exhaustive.

Lot 1 — Professional Development:

- Train the Trainer
- Coaching & Leadership Skills
- Negotiation Skills
- Merchandising Skills / Customer Service
- Manual Handling Instructor
- Retail Management
- Team Building Skills
- Inter-Cultural Diversity
- Language Skills for Business
- Developing Entrepreneurial Skills
- Design Thinking
- Higher Certificate in Retail Management
- Presentation Skills
- Graduate Development Programmes
- Executive & Board-Level Programmes
- Mentoring & Coaching (One-to-One)

Lot 2 — Food Science, Technology & Innovation:

- General Certificate in Brewing
- General Certificate in Distilling
- Certificate in Brewing and Distilling Operations
- Diploma in Brewing
- Diploma in Distilling
- Postgraduate in Dairy Technology and Innovation
- Postgraduate in Irish Food Culture
- Food Hygiene & Safety Skills, HACCP
- HACCP Implementation and Verification
- Chef Qualifications
- Food Science & Technology
- Food Manufacturing Management
- Ice Cream Science & Technology
- Cheese Science & Technology

- Confectionery Technology
- Fish Handling / Filleting Skills / Shellfish / Smoking
- Pork, Beef, Meat Handling / Boning Skills
- Fresh Food & Beverage Expert
- Technical Supervisory Skills (Meat Industry)
- Food Processing Engineering Principles
- Cleaning in Place — Brewing
- Cleaning in Place — Food
- Thermal Processing
- Barista Training
- Animal Welfare
- Beer Sommelier
- Food & Drink Service & Presentation
- Bakery Qualifications
- Draught Dispensing Skills
- Wine, Spirit, Beer Skills
- Wood Barreling / Cooperage
- Sensory Analysis

Lot 3 — Quality Assurance:

- QA & Auditing Standards
- Food & Beverage Manufacturing & Production Standards
- Quality Technician
- BRC Standards
- Allergen Control
- Allergen Awareness
- TACCP / VACCP Food Defence & Biovigilance
- Microbiological Training & Coaching
- Quality Management Training
- Good Manufacturing Practice (GMP)
- Pathogen-Specific Food Safety (e.g. *Listeria monocytogenes*)
- Food Safety for Supervisors
- Food Standard Auditing
- Managing a Food Recall
- Food Quality Manager

Lot 4 — Business Competitiveness:

- Artisan Food Design & Development

- Management Development — Owner Manager
- Owner Development Programmes (e.g. The BackYard at Blas)
- Performance Management — Emotional Intelligence; Green-Line Team Building
- Project Management
- Supervisory Management
- Lean Manufacturing — Six Sigma, Kaizen, Principles of Lean, etc.
- Food Costing & Menu Concepts
- Optimisation for Meat Processing and Production
- Yield Management
- Succession Planning
- Data Analytics
- Food Branding & Marketing (brand development and acceleration programmes for micro/SME food businesses)

Note: Circular Economy, Sustainability and Green Skills programmes previously listed in this category now appear under **Lot 9 — Sustainability & Green Skills**.

Lot 5 — Information Technology:

- Microsoft Office Suite — Word, Excel, Outlook, SharePoint
- Digital Skills
- Digital Technology
- Digital Transformation
- Power BI Reporting
- Data Storytelling
- Python & Programming Skills
- Cybersecurity
- AI Technologies
- AI Adoption for Food Businesses
- Data Literacy
- Immersive Training Technologies
- eLearning Creation & Hosting
- Learning Management Solutions

Lot 6 — Health & Safety: Value approx.

- Occupational First Aid
- First Aid Responder / First Aid Response (FAR), including Refresher
- Health & Safety Officer Training
- Health & Safety for Managers
- Pest Control
- Pesticide Awareness / Handling
- Industrial Transport
- Forklift Training (Beginner, Refresher, Counterbalance, Reach Truck Conversion)
- Lift Truck / MHE Instructor (e.g. RTITB)
- Power Pallet Truck (Operator & Instructor)
- MEWP / Scissor Lift
- Working at Heights & Harness Awareness
- Rack Inspection & Minor Rack Repair
- Banksman Training
- VDU / DSE Assessor
- Chemical Awareness & Spill Response
- Waste Water Treatment Plant Operation
- Abrasive Wheels
- Confined Space Entry
- Security & Conflict Management (Responding to Threats & Violence; Security & Personal Awareness; PSA Licence Training)
- Forecourt Operations Health & Safety Management
- Fire Safety
- Fire Warden Training
- Health & Safety in the Workplace

Note: with effect from 1 July 2026, all first-aid training must be certified through an accredited awarding body. Only providers that are accredited centres will be admitted to this panel for first-aid programmes.

Lot 7 — Business Continuity & Disaster Recovery:

- Mitigation Strategy for the Food Industry
- Emergency Response Plan
- Managing a Food Recall
- Debt Management
- Finance and Cashflow
- Communications
- Working From Home Business Continuity
- Create an Online Course

- On-Line Training Webinars
- On-Line Upskilling Workshops

Note: Work-Related Stress programmes previously listed in this category now appear under **Lot 11 — Inclusion, Wellbeing & Workforce Returners**; Employment Law now appears under **Lot 12 — HR, Payroll & Employment Law**.

Lot 8 — Progression Pathways:

- Digital Badge / Microcredential Programmes for the Food, Beverage, Seafood and Agri-food sector
- New learning technologies for companies in the sector
- New learning platforms for companies in the sector
- New accredited programmes for the sector
- Third Level & Postgraduate Programmes (Diplomas, Postgraduate Certificates, Masters — NFQ Levels 8–9)

Lot 9 — Sustainability & Green Skills:

- Sustainability
- Circular Economy
- Strategy Green — Green Skills
- Carbon Footprinting & Energy Management
- Sustainability Reporting (including CSRD)
- Sustainable Food Tourism
- Origin Green Coaching
- Sustainable Food Systems
- Sustainability Leadership Programmes

Lot 10 — Regulatory Compliance & Food Safety Governance:

- Food Recall Management
- Traceability
- Audit Readiness
- Labelling Compliance
- Workplace Safety Auditing

Lot 11 — Inclusion, Wellbeing & Workforce Returners:

- Workforce Returner / Return-to-Work Programmes
- Equality, Diversity & Inclusion (EDI)
- Workplace Wellbeing
- Health & Nutrition
- Work-Related Stress

Lot 12 — HR, Payroll & Employment Law:

- Employment Law
- Employment Law for HR Professionals
- Industrial Relations
- Payroll Training (e.g. IPASS)
- Bookkeeping & Payroll
- HR Skills for Managers

Where appropriate, please indicate programmes that carry Professional, Industry or National Certification/Accreditation, and the Awarding Body.

Appendix B — Declaration

THIS DECLARATION MUST BE SUBMITTED BY ALL TENDERERS, COMPLETED, SIGNED AND DATED. WHERE THE TENDERER IS A CORPORATION OR PARTNERSHIP, THE DECLARATION MUST BE COMPLETED BY A DULY AUTHORISED REPRESENTATIVE.

Name of Tenderer: _____

Address: _____

I, **[insert name]**, solemnly declare that I have been duly authorised to make this declaration by the Tenderer, and I hereby certify as follows:

- (1)** The Tenderer is not bankrupt or being wound up, its affairs are not being administered by a court, it has not entered into an arrangement with its creditors, it has not suspended its business activities, nor is it in any analogous situation arising from a similar procedure under national laws and regulations.
- (2)** The Tenderer is not the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up or administration by the court, or for an arrangement with creditors, or of any other similar proceedings under national laws and regulations.
- (3)** Neither the Tenderer, nor any of its directors or partners, has been convicted of an offence concerning professional conduct by a judgement which has the force of res judicata, or been guilty of grave professional misconduct (proven by any means which the Contracting Authority can demonstrate) in the course of its or their business.
- (4)** The Tenderer has fulfilled its obligations relating to the payment of taxes and social security contributions in its country of establishment and in any other State in which the Tenderer is located, and is in a position to provide evidence of current tax clearance via Revenue's eTax Clearance system when requested.
- (5)** The Tenderer has not been guilty of serious misrepresentation or omission in providing information to a public buying agency, including the Contracting Authority.
- (6)** Neither the Tenderer nor any of its directors or partners has been convicted of fraud, money laundering, corruption, or of being a member of a criminal organisation.
- (7)** Neither the Tenderer nor any of its directors or partners has been convicted of terrorist offences, or of offences relating to child labour or other forms of trafficking of human beings.
- (8)** The Tenderer is not aware of any potential conflict of interest in completing the assignment, other than any disclosed in its tender submission, and will advise Taste 4 Success Skillnet of any such conflicts of interest should they arise.

The exclusion grounds above reflect Article 57 of Directive 2014/24/EU, as given effect in Ireland by the European Union (Award of Public Authority Contracts) Regulations 2016 (S.I. No. 284 of 2016).

I further declare that the information provided above is accurate and complete to the best of my knowledge and belief. I understand that the provision of inaccurate or misleading information in this declaration may lead to my company/partnership being excluded from participation in this or future tenders.

This declaration is made for the benefit of Taste 4 Success Skillnet (the “Contracting Authority”). Taste 4 Success Skillnet will comply with all applicable data protection legislation in the processing of the information provided by you.

Signature: _____

Date: _____

Name (print): _____

Position: _____

Telephone: _____

Appendix C — What You'll Be Asked For (Pre-Submission Checklist)

All tenders are submitted digitally. The digital forms will capture the required information; this checklist is provided so tenderers can prepare in advance. It replaces the reference questionnaire used in previous tender cycles.

At tender stage

- **eTenders upload completed first** — you will be asked to confirm this on the T4S Procurement Portal;
- Company details — name, business address, contact person, email, phone, and a brief summary of the business;
- The Lot(s) and programme names your organisation is tendering for (see Appendix A);
- Relevant experience, in short bullet-point format;
- Relevant qualifications (training and technical) for the individuals who will deliver the service, in short bullet-point format, including accreditations and awarding bodies;
- Three references — name, organisation and contact number for organisations you have worked with;
- Disclosure of any potential conflicts of interest;
- Confirmation of current tax clearance (Tax Reference Number and Tax Clearance Access Number);
- Insurance confirmations — Professional Indemnity, Public Liability, and Employer's Liability where relevant;
- Completed, signed and dated Declaration (Appendix B).

If provisionally admitted (condition precedent — see Section 7.1)

- RFQ with details and pricing for each course/service under your awarded Lot(s);
- Signed Data Processing Agreement (DPA) — T4S template;
- Signed Service Level Agreement (SLA);
- Current Tax Clearance Certificate (TCC) with access number;
- Course Overview for each course — T4S template only.

Deadlines: 16 November 2026 for the initial round; within 7 days of notification for providers admitted at quarterly or needs-be reviews. Contact info@taste4success.ie if you have not received a submission link.