

CLARIFICATION 7

TEN2600167

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

Query 1

ESPD. RFT Section 4.3 lists completing a European Single Procurement Document under Declarations. Is an ESPD required in addition to the Tender Response Document for this panel?

Response Query 1

This needs to be completed by all businesses looking to Tender for Public sector contracts. If one has been completed previously, it does not need to be completed again as long as the information is still correct.

Query 2

B3 refers to "Section 5.2.1" (business advice clinics) and "Section 5.2.2" (other services), but Rev A of the RFT has no such sections. What do these activities involve and how they are paid?

Response Query 2

Business Advice Clinics are 45-minute sessions with individuals who have a query about their business or business idea and want some advice. Individuals are provided with a run through the services offered by the LEO – Mentoring, Feasibility study grant, Business expansion grants, Priming grants, Lean for Green, Energy Efficient Grant, Digital for business, MFI etc depending on the requirement.

Other services relate to any other form of specific guidance or support required on an ad hoc basis for individuals/businesses outside of the standard mentor requirements as required by the LEO.

Both services above are paid based on the standard mentor rate.

Query 3

Session length. The rate is €175 per session or €58 per hour including reporting. How long is a standard session and how many sessions does a typical assignment include?

Response Query 3

A standard session is 3 hours long. The number of sessions assigned to a client will depend on the level of support required.
