



Oifig na
nEastát

Sráid Bective, Ceanannas,
Contae na Mí (Eircode: A82 NX32)
Tel: 046-9251350

Estates Department

Bective Street, Kells, Co. Meath
(Eircode: A82 NX32)
Tel: 046-9251350

Date: 16th October 2026

Re: Art Consultant/PM Request for Tender – Enhanced Community Care Hub at Cavan General Hospital, Cavan Co Cavan.

Procurement of Art Consultant/Project Manager for the Commissioning of Artwork under the Per Cent for Art Scheme

A chairde,

Thank you for your interest in providing a quotation for the above role. Details of the project are outlined below. The return date for submission of your quotation is 12pm, 19th November 2026 via E-tenders

The Project:

HSE Capital & Estates are seeking to procure an Art Consultant/Project Manager for the Commissioning of Artwork under the Per Cent for Art Scheme, for the Enhanced Community Care Hub at Cavan General Hospital. details as follows:

- The project comprises the development of a new standalone two-story Enhanced Community Care Hub building located on the grounds of Cavan General Hospital, Lisdarn Cavan.
- This new development includes 22 number clinical rooms located on ground floor, with education Rooms & ancillary staff facilities located on 1st floor. Accommodating services for Chronic disease, Integrated care Programme for older people & Northeast doctor on call
- Key Stakeholders are members of service, the design team and HSE (the Client)
- Design Team is led by RKD Architects
- Construction works are to take place from November 2026 to March 2028
- Commissioning of Artist(s) is currently deemed to be through Open Competition
- Total Per Cent for Art Scheme budget, including Art Consultant/Project Manager fee and all associated costs is circa €115,000.

The Role

The service requirement of this role involves managing the new standalone Enhanced Community Care Hub on grounds of Cavan General Hospital Per Cent for Art project through all stages, from planning through selection, research and development to realisation and handover of documentation to the Client, all in accordance with current *Public Art: Per Cent for Art Scheme, General National Guidelines* and best practice in public art commissioning.

Duties required include but are not limited to:



- Helping the Client establish the art context in which the art commission is to be planned and realised,
- Organising and taking responsibility for the Per Cent for Art Committee Meetings,
- Working with the Client and Committee to:
 - Develop a vision for the public art project(s),
 - Set out clear aims and objectives for the art commission,
 - Develop and draft the artists brief,
 - Set out an agreed process for procurement and criteria for selection,
 - Advise on membership of the project selection panel,
 - Manage the selection process,
- Advertising the competition in appropriate locations and publications,
- Issuing the brief to artists and receiving submissions,
- Liaising with artists and notifying applicants of the outcome of the competition,
- Checking compliance prior to issue of contract,
- Drafting and issuing formal contracts to successful candidates,
- Checking that adequate insurance cover is in place,
- Managing the Per Cent for Art Project Budget taking into account all associated costs, ensuring all in order prior to issuing the Client recommendations for payment,
- Setting project timeframes,
- Keeping a clear record of each stage of the process,
- Monitoring the successful artist's realisation of the proposed art in line with the terms of the contract and the National Guidelines on public art,
- Overseeing the works process including installation of the finished art works,
- Compilation and submission to the Client of written reports, at agreed stages of the commissioning process (minimum of two) and all appropriate handover documentation on completion,
- Carry out reviews and provide feedback to the commissioning body as appropriate to develop their public art policy.

The onus is on the Tenderer to consider all duties which would reasonably be expected to be provided for a full and detailed service for the role.

Points to Note:

- The tender amount includes for all expenses, costs incurred and intellectual property rights required,
- Prior to appointment, the successful tenderer will be required to provide a valid Tax Clearance Certificate,
- The Client is not obliged to appoint any Tenderer to undertake the Services. The Client reserves the right to abandon the award process at any stage prior to the award of the service contract.



Tender Submission Requirements

You are required to submit the following documentation via E-Tenders before 12pm, 19th November 2026

Completed and signed Proposal Letter (Form of Tender),

- Outline of Works breakdown and methodology proposed for undertaking the role as described, including Stage Payments,
- Relevant Experience including up-to-date Curriculum Vitae for all team members (if more than one), including Referee's Name, contact details and role as deemed appropriate for this role.
- The evaluation will be based on a MEAT (Most Economically Advantageous Tender) with the Tenders assessed under the following indicative criteria:

Criterion	Weighting
Relevant Experience (with a particular focus on health care projects, and value of previous contracts complete)	15%
Methodology and Project Approach	15%
Cost	70%

Any queries should be directed to the undersigned.

Yours sincerely,

Fergal McDermott
Chief Technical Assistant Project Manager
HSE Capital & Estates

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1