REQUEST FOR QUOTATION

Supply of Milk production machinery equipment

Issue date: 30/10/2026
RFQ issued by: Carina Roseingrave
Tender deadline: 1/12/2026 at 5pm
Project location: Crusheen Co. Clare,

Submission email: burrenviewfarmtofork@gmail.com

Quotations are being sought in support of an application for LEADER grant aid.

PART 1: INTRODUCTION

Invitation to Quote

Carina Roseingrave invites quotations from suitably qualified and experienced individuals, companies or consortia for the supply of milk production machinery equipment as detailed below.

Tenderers must provide a quotation covering the full equipment.

Background to the Project and Promoter

Carina Roseingrave operates a family-run dairy farming enterprise and is diversifying into fresh egg production and milk pasteurisation and bottling.

The project will support the development of the farm business, with a strong focus on animal welfare, sustainability, local food production and direct relationships with customers.

PART 2: PROJECT BRIEF

Supply

The successful supplier will be required to supply, including delivery, installation, commissioning, training and warranty requirements.

- 1 x 400 Litre Milk Vending Machine Unit plus card reader and outdoor shelter unit
- 1 x 200 Litre Milk Vending Machine Unit plus card reader and outdoor shelter unit
- 2 x bottle vending machines including bottles

- 1 x 2000 Litre in-line milk pasteuriser
- 1 x Bottling plant for post pasteurisation for shops/restaurants/café’s etc.

Delivery and Completion;

Tenderers must provide:

- Their proposed lead-in & delivery timelines.
- The anticipated duration completed supply & installation.
- Any dependencies that may affect delivery or completion.

Pricing Requirements

The quotation must provide a clear breakdown of all costs

Tenderers must state:

- The total price excluding VAT.
- The applicable VAT rate or rates and VAT amount separately.
- The total price including VAT.
- Their VAT registration number, where VAT is charged.
- Any exclusions, assumptions, provisional sums or additional expenses.
- Proposed payment terms.
- The period for which the quotation remains valid.

If VAT is not being charged, this must be clearly stated.

PART 3: SELECTION AND AWARD CRITERIA

Quotations will be assessed using the Most Economically Advantageous Tender (MEAT) method.

The assessment will be based on the following criteria, with a maximum overall score of 100 marks:

Assessment criterion	**Maximum marks**
Project delivery: A clear, realistic timescale, including lead-in period, and completion dates.	30
Value for money: A clear and comprehensive cost breakdown, with VAT and any additional expenses stated separately.	30

Skills and capability: Evidence of the skills, resources and technical capability required to deliver.	20
Relevant experience: Evidence of previous projects of a similar nature and scale.	20
Total	**100**

Tenderers should address each criterion in their submission and provide relevant supporting information.

PART 4: REQUIREMENTS FOR RETURNING QUOTATIONS

Quotations must be submitted by email to:**burrenviewfarmtofork@gmail.com**
Deadline for receipt: 1/12/2026 by 5pm

Please use the subject line:
RFQ – Milk Production Equipment – Supplier's Name

Each submission must include:

- The tenderer's business name, address and contact details.
- The business name and contact details on each page of the tender documentation.
- A description of the equipment supply items
- An itemised cost breakdown, with VAT shown separately.
- A VAT registration number, where VAT is charged.
- The proposed delivery timeline.
- All exclusions, assumptions and proposed payment terms.
- The quotation validity period.

All supporting material must be supplied by email as part of the initial tender submission. No additional material will be accepted after the tender deadline.

Failure to comply with these requirements may invalidate the tender.

Queries

Queries regarding this RFQ should be emailed to **burrenviewfarmtofork@gmail.com** before the tender deadline.

Funding and Reservation of Rights

This project is contingent on the promoter receiving LEADER grant aid.

Tenders received will be submitted as supporting documentation for a LEADER funding application and as evidence of the competitive quotation process.

The issuing of this RFQ does not constitute a commitment to award a contract or proceed with the project. The promoter reserves the right not to proceed with an application for funding or to award a contract.