Ag Rialáil Gairmithe Sláinte agus Cúraim Shóisialaigh
Regulating Health + Social Care Professionals

Request for Tenders for the provision of a Registrant Management System

Tender Response Document – Selection Criteria (TRD-SC)

Procedure	Open Procedure
eTenders Reference	CORU/RMS/2026/01
OJEU Reference	To Be Confirmed
Tranche 1 Clarifications Deadline	Friday 13 November 2026 at 12 noon (Dublin Time)
Tranche 2 Clarifications Deadline	Tuesday 17 November 2026 at 12 noon (Dublin Time)
Tender Closing Date and Time	Monday 7 December 2026 at 12 noon (Dublin Time)
Queries to be submitted via	www.etenders.gov.ie only
Tenderer Name	Tenderer to insert

Instructions for completion of the TRD-SC

Tenderers must ensure they complete this document in full.

This document is to be used to respond to the Selection Criteria only.

It should be read and completed in conjunction with the RFT.

Each response must be self-contained. Each question shall be evaluated on the basis of the response to that question alone. Material relevant to more than one question must if necessary, be repeated, within any applicable word limit, in each response to which it relates. No cross-referencing between responses is permitted.

Tenderers must complete the response boxes provided below. Each template response box should commence on a new A4 page. Do not expand the margins of any response box. A response submitted in any other format, or a response that cross-refers to a document not listed as a permitted attachment, will not be evaluated.

Tenderers are asked to note that the Contracting Authority will stop reading once the page/word limits specified have been reached and any pages/words (or parts of pages) submitted in excess of this limit **will not be evaluated**.

Tenderers should note that any information provided outside of the response boxes (or any appended documents) **will not be considered as part of the evaluation** unless specifically indicated. Any marketing material, brochures or other general information or documents will not be considered.

The following additional documents must be submitted with this TRD-SC:

- eESPD(s); and
- Any letter of support required from a Supporting Entity pursuant to Section 7.1 of the RFT;

Attachments must not be used to extend a narrative response.

Any appendices submitted, hyperlinks to attachments, web pages and embedded files included in the Tender Response Document will NOT be accessed or considered as part of the evaluation process.

Tenderers must not include any response related to the Award Criteria in this TRD. The award criteria responses should only be submitted in the **TRD-QP.**

Tenderers must not include any price, rate, charge or discount in this TRD. Pricing is submitted only in the **TRD-PS**.

Arial font size 10 single space 6pt must be used by Tenderers.

Capitalised terms used in this document have the meaning assigned to them in the RFT (unless stated otherwise herein).

GENERAL INFORMATION SECTION: PLEASE NOTE: This is for information only and will not be evaluated.

Tendering Name (Company Name)				
Contract Person				
Position				
Address				
Phone Number				
Email				
Website				
Date of establishment (if applicable)	**VAT Registration Number**			
Legal Structure – partnership, limited company, DAC, etc.	**Please confirm if you are an SME (Small and Medium Enterprise) as defined in Commission Recommendation 2003/361/EC**			
	Yes		**No**	
Definition as per 2003/361/EC **The category of micro, small and medium-sized enterprises (SMEs) is made up of enterprises which employ fewer than 250 persons and which have an annual turnover not exceeding EUR 50 million, and/or an annual balance sheet not exceeding EUR 43 million.**				

NAME OF OTHER PARTIES FORMING PART OF THE TENDER SUBMISSION (e.g. consortium members, subcontractors, entities being relied upon to meet the Selection Criteria) (FOR INFORMATION ONLY)				
Name	**Proposed Role**	**Proportion of the Contract (by value €) which will be subcontracted to the party (if applicable)**	**Location(s) in which the Personal Data will be processed or stored (if applicable)**	**Confirmation relevant information provided for each party***

Selection Criterion 1: Economic and Financial Standing

Tenderers must declare by way of eESPD that they satisfy the financial and economic standing requirements set out below and that they are able, upon request and without delay, to provide the supporting documentation specified in the RFT to the Contracting Authority in each case.

Tenderers should refer to paragraph 7.2.2 of the RFT.

Minimum Annual Turnover **This requirement will be assessed on a pass/fail basis**. **Failure to demonstrate compliance with this requirement will result in the Tender being eliminated from this Competition**
Tenderers must have a minimum annual turnover (excl. VAT) of €1 million in each of the two (2) most recent financial years for which accounts have been finalised.

Solvency **This requirement will be assessed on a pass/fail basis**. **Failure to demonstrate compliance with this requirement will result in the Tender being eliminated from this Competition**
Tenderers must be able to pay their debts (as identified on the current statement of assets and liabilities as being the debts) as they fall due.

Insurances **This requirement will be assessed on a pass/fail basis**. **Failure to demonstrate compliance with this requirement will result in the Tender being eliminated from this Competition**
Tenderers will hold from the Commencement Date the insurances specified in the Agreement.

Selection Criterion 2: Technical and Professional Ability

Tenderers must declare in the eESPD that they satisfy the technical and professional requirements set out below and that they are able, upon request and without delay, to provide the supporting documentation or information specified in the RFT to the Contracting Authority (unless it is to be provided with the Tender itself).

Tenderers should refer to paragraph 7.2.3 of the RFT.

Previous Experience

This requirement will be assessed on a pass/fail basis.

Failure to demonstrate compliance with this requirement will result in the Tender being eliminated from this Competition

In the Project Reference Tables below, Tenderers must provide details of **two (2)** reference contracts, performed in whole or in part within the three (3) years prior to the Tender Deadline, each of which demonstrates the successful delivery of a contract for the supply, configuration, implementation and ongoing support of a cloud-hosted solution for registration, licensing, membership, case management or equivalent customer relationship management that:

- supported a registrant, member, licensee or customer population of not fewer than 30,000 records and more than one professional register;
- included a public-facing or customer-facing self-service portal supporting online application, self-service account maintenance and online payment;
- included the migration of data from at least one legacy system; and
- included the provision of ongoing support and maintenance for a period of not less than twelve (12) months following go-live.

For the avoidance of doubt, the reference contracts may be from the public sector, the private sector or a combination of both. Tenderers must ensure they provide sufficient information regarding these example contracts in order to demonstrate their technical and professional ability to perform the Contract that it is the subject of this Competition.

PROJECT REFERENCE TEMPLATE TABLE 1 (500 WORDS MAX)	
Name of Client	
Referee Name, Phone & Email Address	
Contract/Project Title/Purpose	
Contract/Project Start and End Date	
Average Annual Value of Contract/Project	
Confirm if the Project was in whole or in part delivered by the Tenderer (if part please confirm the portion of the contract delivered by the Tenderer)	
Please provide a description of your role in this Project and how it meets the requirements specified above	
The Contracting Authority may contact any referees without further notice.	

PROJECT REFERENCE TEMPLATE TABLE 2 (500 WORDS MAX)	
Name of Client	
Referee Name, Phone & Email Address	
Contract/Project Title/Purpose	
Contract/Project Start and End Date	
Average Annual Value of Contract/Project	
Confirm if the Project was in whole or in part delivered by the Tenderer (if part please confirm the portion of the contract delivered by the Tenderer)	
Please provide a description of your role in this Project and how it meets the requirements specified above	
The Contracting Authority may contact any referees without further notice.	

Quality Management **This requirement will be assessed on a pass/fail basis**. **Failure to demonstrate compliance with this requirement will result in the Tender being eliminated from this Competition**
Tenderers must hold valid certification to ISO 9001:2015 standard (or an equivalent certified standard) OR must operate a robust documented quality management system covering the delivery of software implementation and support services. Prior to the award of any Contract, the Contracting Authority will require evidence that the above requirement is satisfied by the successful tenderer. Where ISO 9001:2015 (or an equivalent certified standard) is relied on, a copy of the relevant valid certification must be provided to the Contracting Authority on request. Where a robust documented quality management system is operated, a detailed description of that system that will allow the Contracting Authority to determine its robustness must be provided to the Contracting Authority on request.

Information Security Management **This requirement will be assessed on a pass/fail basis**. **Failure to demonstrate compliance with this requirement will result in the Tender being eliminated from this Competition**
Tenderers (and, where the solution is hosted by a third party, the hosting provider) must hold valid certification to ISO/IEC 27001:2022 standard (or an equivalent standard), covering the services and hosting arrangements proposed OR must operate a robust documented information security management system that has been independently audited within the twenty four (24) months prior to the Tender Deadline. Where ISO/IEC 27001:2022 or an equivalent certified standard is relied on, a copy of the relevant valid certification must be provided to the Contracting Authority on request. Where a robust documented information security management system is operated) a detailed description of that system that will allow the Contracting Authority to determine its robustness must be provided to the Contracting Authority on request.