Suitability Assessment Questionnaire

for	Works Contractor and as PSCS
for	Shandon Exchange

to be assessed under a
OPEN procedure

PART 1

Information for Tenderers, Project Particulars and Suitability Assessment Questionnaire

Document ID QW2 v2.2

Suitability Assessment for Works Contractors

Open Procedure

Document Reference ID-QW2 v2.2

25th November 2025

© 2025 Department of Public Expenditure, Infrastructure, Public Service Reform and Digitalisation

Published by:

Department of Public Expenditure, Infrastructure, Public Service Reform and Digitalisation
Government Buildings
Upper Merrion Street
Dublin 2

Glossary

Acronyms or capitalised terms used throughout this Questionnaire are defined in this glossary. Other Capitalised terms (that are not defined below) are defined in the particular Form of Contract stated in the Project Particulars and have the same meaning in this document.

Term	Meaning
Tenderer	The term is used for an individual (sole) trader, a single entity, or a Consortium, a Joint Venture or a Partnership seeking to be awarded the Contract.
ARM 4	Agreed Rules of Measurement Revision 4 – These are rules governing the preparation of bills of quantities for building projects. ARM 4 must be amended for use with the Public Works Contracts. The approved amendments are published under ARM 4, 2016, Supplement 1 Issue 2 by the Society of Chartered Surveyors Ireland and the Construction Industry Federation.
ARM 5	Agreed Rules of Measurement Revision 5 – These are rules governing the preparation of bills of quantities for building projects. ARM 5 must be used with the Public Works Contracts, from Stage 1, from 1 January 2025.
BC(A)R	Building Control Regulations 1997 – 2021.
Builder	Has the meaning given in BC(A)R.
CESMM3	Civil Engineering Standard Method of Measurement Revision 3 – these are rules published by the Institute of Civil Engineers governing the preparation of bills of quantities for civil engineering projects. CESMM 3 must be amended for use with the Public Works Contracts. The approved amendments are published in Guidance Note GN 1.5.3 under the CWMF.
CESSM4: Revised	Civil Engineering Standard Method of Measurement Revision 4: Revised – these are rules published by the Institute of Civil Engineers governing the preparation of bills of quantities for civil engineering projects. CESMM 4: Revised must be amended for use with the Public Works Contracts. The approved amendments are published in Guidance Note GN 1.5.3 under the CWMF.
the/this Competition	The tender competition to which this Questionnaire relates.
Consortium	An association or combination of businesses or individuals who combine with the purpose of delivering a single objective.
Construction Regulations	Safety, Health and Welfare at Work (Construction) Regulations 2013 and any amendments thereto.
Contract	The contract that may be awarded by the Contracting Authority for the Works at the conclusion of this Competition. The particular form of the public works contract to be used is stated in the Project Particulars.

PART 1: GLOSSARY

CRO	Companies Registration Office.
CWMF	The Capital Works Management Framework is mandated by Circular for public sector construction procurement and consists of a suite of best practice guidance, standard forms of public works contracts and generic template documents, available for download at http://constructionprocurement.gov.ie/.
Designer	Has the meaning given in the Construction Regulations.
ESPD	The European Single Procurement Document, which, where required, the Tenderer, any members of a Tenderer and any entities relied upon by the Tenderer or any members of a Tenderer, must complete in order to provide a self-declaration in regards to the situations referred to in Regulation 57 of SI 284/2016, and that the Tender meets the Qualification Criteria in the Competition.
Employer	On award of the Contract, the Contracting Authority is referred to as the Employer.
European Procurement Regulations	Means SI 284 of 2016 (European Union (Award of Public Authority Contracts) Regulations 2016) or SI 286 of 2016 (European Union (Award of Contracts by Utility Undertakings) Regulations 2016), as may be applicable to the Competition.
Foreign Subsidies Regulation (FSR)	Regulation (EU) 2022/2560 of the European Parliament and of the Council of 14 December 2022 on foreign subsidies distorting the internal market.
FSR Annex	Annex to this Questionnaire, issued by the Contracting Authority when the Competition is subject to the application of the Foreign Subsidies Regulation.
Health and Safety coordinator	Any entity appointed by the Project Supervisor Design Process or the Project Supervisor Construction Stage in accordance with the Construction Regulations.
Health and Safety Supplements	The health and safety supplement(s) issued with this Questionnaire to assess a Tenderer's competence and satisfactory allocation of resources in compliance with the Construction Regulations. Tenderers **must always** complete Health and Safety Supplement 3.4.1 (Contractor) and, where applicable, to the role(s) stated in section 2.3 of the Project Particulars, Health and Safety Supplement 3.4.2 (PSCS).
Joint Venture	A joint venture is a contractual business undertaking involving two or more parties.
International Procurement Instrument (IPI)	Regulation (EU) 2022/1031 of the European Parliament and of the Council of 23 June 2022 on the access of third-country economic operators, goods and services to the Union's public procurement and concession markets and procedures supporting negotiations on access of Union economic operators, goods and services to the public procurement and concession markets of third countries (International Procurement Instrument – "IPI").

IPI Annex	Annex to the Questionnaire, issued by the Contracting Authority when the Cometition is subject to the application of an IPI measure.
IPI Measure	A measure adopted by the European Commission pursuant to the International Procurement Instrument, that limits the access of businesses, goods or services originating in a third country to the EU public procurement or concession markets by means of an implementing act.
Novated Specialist	(Applicable to PW-CF1 to PW-CF5 only). The term given to one of the two categories of Specialists (the other being Reserved Specialist) that may be named by the Employer in the Contract. Where Novated Specialists will be named in the Contract, the Contracting Authorities will enter into a separate contract for novated specialist areas described in Section 2.7.1 of the Project Particulars ("Specialist contract") and, upon award of the Contract, will novate the Specialist contract to the Works Contractor. The Works Contractor replaces the Employer in the Specialist contract.
OJEU	Official Journal of the European Union.
Partnership	A business that has two or more owners who are individually liable for the entity's actions. There are different types of partnerships which range from unlimited liability of the individual parterns to limited liability of the partners and/or the partnership.
PSCS	Project Supervisor Construction Stage, appointed by the Employer in accordance with the Construction Regulations.
PSDP	Project Supervisor Design Process, appointed by the Employer in accordance with the Construction Regulations.
PW-CF1	Public Works Contract for Building Works designed by the Employer.
PW-CF3	Public Works Contract for Civil Engineering Works designed by the Employer.
PW-CF5	Public Works Contract for Minor Building and Civil Engineering Works designed by the Employer.
PW-CF6	Short Public Works Contract.
PW-CF7	Investigation Contract.
PW-CF8	Short Investigation Contract.
PW-CF9	Framework Agreement for Construction Work.
PW-CF11	Term Maintenance and Refurbishment Contract.
Qualification Criteria	Suitability assessment criteria that apply in this Competition. The suitability assessment criteria identified in Section 3 of this Questionnaire, in Health and Safety Supplements, and, where applicable, in Section 3 of any Specialist Questionnaire(s), as Qualification Criteria for this Competition.

PART 1: GLOSSARY

the/this Questionnaire	Means this Questionnaire, accompanying Health and Safety Supplements, annexes and related documents, and, where applicable, Specialist Questionnaires.
SAQ Response	The Tenderer's response to this Questionnaire, as described in Section 1.2 of the Questionnaire.
Specialist	Means an entity to be named in the Contract by the Employer and/or the Contractor to undertake specialists areas of work or services.
Works	The construction works which are the subject of this Competition.
Works Contractor	Refers to the successful Tenderer appointed as the Contractor under the Contract to provide the Works.

1. INSTRUCTIONS FOR TENDERERS

1.1. THIS QUESTIONNAIRE

Part 1 of this Questionnaire comprises the following:

- Section 1 contains instructions in relation to completing this Questionnaire.
- Section 2 contains the information particular to the project ("the Project Particulars").
- Section 3 contains the Qualification Criteria and for each such criterion, the response type that Tenderers are required to provide, and the basis of evaluation of the response.

Tenderers should note that Qualification Criteria and requirements are also contained in any Health and Safety Supplements issued with this Questionnaire.

Tenderers should read this information carefully before submitting their response to this Questionnaire. Tenderers must follow the instructions set out in the Questionnaire and submit the information required in the format required, otherwise the submission may be declared invalid.

1.2. SAQ RESPONSE

Tenderers must complete and submit the following:

(i) Part 2 (Tenderer Details and Declaration) of this Questionnaire; and
(ii) where the Project Particulars state that grounds for exclusion in Regulation 57 of SI 284/2016 apply to this Competition, a self-declaration regarding the Tenderer's circumstances either in the form of an ESPD, or Appendix A, as stated in the Project Particulars; and
(iii) any evidence or other documentation required by the Questionnaire.

Completing Part 2 of the Questionnaire

The Tenderer must always complete and submit Part 2 of this Questionnaire. In Part 2, Tenderers must provide information on the Tenderer's organisation(s) and, where applicable, any entities upon whose capacity they rely for the purpose of meeting the requirements of any Qualification Criteria.

The Tenderer must always complete and sign the Declaration in Part 2, otherwise the SAQ Reponse may be declared invalid. The Declaration must still be completed and signed even where the Tenderer has submitted an ESPD.

Completing an ESPD or Appendix A - Self Declaration in relation to Regulation 57

Where the Competition is subject to the application of the European Procurement Regulations, Tenderers must always complete and submit an ESPD (in addition to completing Part 2).

Where an ESPD is required to be submitted, the Tenderer must complete Parts II (Information concerning the economic operator), Part III (Exclusion Grounds), Part IVα (Selection Criteria) and Part V (Concluding Statement) of the ESPD. Part IVα is completed by selecting "yes" to confirm that the Applicant meets the Qualification Criteria in the Competition.

Tenderers may use an existing ESPD, provided however that it is accompanied by a letter from the Tenderer confirming that their circumstances have not changed since the ESPD was originally completed.

Providing Evidence

Where evidence is required to be submitted as part of the SAQ Response, the Tenderer must only provide evidence that is current up to the date of submission of the SAQ Response.

Failure to submit the required evidence with the SAQ Response may result in exclusion from this Competition.

Where the required means of submission of the SAQ Response is by electronic submission, the Contracting Authority reserves the right to inspect any original hardcopy signed documents.

1.3. APPLICATIONS BY CONSORTIA, JOINT VENTURES OR PARTNERSHIPS

For entities which apply and tender as a Consortium, Joint Venture or Partnership and the members have not set up together as a company (to be the legal entity which enters into the contract), one member of the Consortium must act as the lead member ("Lead Member") in compiling and submitting a single SAQ Response.

Notwithstanding the above, where a Tenderer is a Consortium, Joint Venture or Partnership each member of the Tenderer must respond to the applicable sections of Section 3 of this Questionnaire (and the applicable H&S Supplements), the applicable sections of Part 2, and the responses are to be submitted as a single SAQ Response by the Lead Member.

1.4. RELIANCE ON RESOURCES (PW-CF1 and PW-CF3 only)

Where, in order to meet any Qualification Criteria in Section 3.3 (Financial and Economic Standing) (including for the avoidance of doubt, with respect to evidence of turnover) and/or Section 3.4 (Technical Capability) (including in any Health and Safety Supplements and Specialist Questionnaires, where applicable), a Tenderer (or a member of the Tenderer, where the Tenderer is a Consortium, Joint Venture or Partnership) relies on the capacities of other entities or undertakings with which it is directly or indirectly linked, whatever the legal nature of those links may be (including, for example, but not limited to, a parent company and/or a subcontractor), the Tenderer will be required to demonstrate to the satisfaction of the Contracting Authority that the capacities relied upon will actually be available to the Tenderer if it is awarded the Contract.

If availability of capacities is not established to the satisfaction of the Contracting Authority, the Contracting Authority will assess the suitability of the Tenderer without taking into account the capacities of such an entity or entities.

For the purpose of responding to this Questionnaire, it shall suffice for an entity being relied upon to[1]:

(a) provide a response to applicable sections of Part 1 and Part 2 of the Questionnaire and provide a letter in the form set out in Appendix 1 to this Questionnaire; or
(b) where the entity being relied upon is a Tenderer Specialist, the entity must provide a response to the applicable sections of Part 1 of the Questionnaire and complete the relevant Specialist Questionnaire.

At contract award stage, the Contracting Authority reserves the right to require the following from any entity relied upon with regard to:

(a) any of the economic or financial standing Qualification Criteria, the entity relied upon may be required to enter into a guarantee in the form of Model Form MF 1.7 Reliance Guarantee in respect of the performance of the contract by the Tenderer[2];
(b) any of the technical capability Qualification Criteria, the entity relied upon may be required to enter into either a Reliance Warranty (in the form of Model Form MF 1.30) or Collateral Warranty in the form of Model Form MF 1.12 or MF 2.3 (as appropriate to the nature of the resource relied upon by the Tenderer) with regard to the making available the resources relied upon by the Tenderer[3]. Note that where a Tenderer relies on another entity for educational or professional qualifications, or, with regard to relevant professional experience (in Part 1 or H&S Supplements), the entity being relied upon must perform the works or services to which those educational or professional qualifications or professional experiences relate.
(c) further evidence of the availability of the resources relied upon may be required by the Contracting Authority at a later stage in the Competition and/or upon award of the Contract.

Where Tenderers are required to submit an ESPD, each entity relied upon by the Tenderer must also submit an ESPD.

---

[1] Alternate evidence may be acceptable to the Contracting Authority

[2] The Contracting Authority may accept alternate arrangements, in place of a guarantee, at its discretion.

[3] The Contracting Authority may accept alternate arrangements at its discretion.

1.5. GROUNDS FOR EXCLUSION UNDER REGULATION 57 OF SI 284/2016

Note: Where a Competition is subject to the application of the European Procurement Regulations, grounds for excluding Tenderers in Regulation 57 of SI 284/2016 from participation in the Competition will automatically apply.

Where a Competition is not subject to the application of the European Procurement Regulations, a Contracting Authority may apply grounds for exclusion in Regulation 57 of SI 284/2016. The position for the Competition is set out in Section 2.2 of the Project Particulars.

The grounds under which the Contracting Authority may exclude a Tenderer, any member of the Tenderer (where the Tenderer is a Consortium, Joint Venture or Partnership), or any entity relied upon by the Tenderer, from participation in this Competition are set out below.

The term 'Tenderer' as used below refers to each of (a) the Tenderer (b) any member of the Tenderer (c) any entity being relied upon by the Tenderer.

Subject always to the provisions of Regulation 57 of the European Union (Award of Public Authority Contracts) Regulations 2016 (SI 284 of 2016):

(a) if:
  (i) the Tenderer is in one of the situations listed in Regulations 57(1) or 57(3) of SI 284 of 2016; or
  (ii) a member of the administrative, management or supervisory body of the Tenderer/member of the Tenderer, or a person having powers of representation, decision or control therein, is in one of the situations listed in Regulation 57(1) of SI 284 of 2016,

  the Tenderer shall be excluded from the Competition;

(b) if the Tenderer (or a member of the Tenderer, where the Tenderer is a Consortium, Joint Venture or Partnership), is in any of the situations listed in Regulation 57(4) or 57(8) of SI 284 of 2016 that are applied by the Contracting Authority for the purposes of this Competition, the Tenderer may be excluded from the Competition.

Any Tenderer which is in one of the situations referred to above must provide details of any factors or circumstances which it believes are relevant to the Contracting Authority's assessment of whether the existence of these grounds should lead to the exclusion of the Tenderer. For example, where a Tenderer is in one of the situations referred to above but has taken measures which it believes are sufficient to demonstrate its reliability, that Tenderer may provide evidence of such measures to the Contracting Authority for consideration. Tenderers should note that, with regard to the situations listed in (a) above, the circumstances which the Contracting Authority may take into account before deciding whether or not to exclude a Tenderer are prescribed by law, and Tenderers are directed to Regulation 57 of SI 284/2016 in this regard.

If an entity being relied upon is in one of the situations listed above, the Contracting Authority may require that the Tenderer replaces such entity with another entity which is not in any of these situations. In the event that the entity cannot be replaced with another entity to whom the grounds do not apply (including where the Contracting Authority concludes that to permit such replacement would be contrary to law), the Contracting Authority reserves the right to eliminate the Tenderer from the Competition.

Where grounds for exclusion apply in the Competition, the Tenderer, each member of the Tenderer and any entity being relied upon by the Tenderer (or any member of the Tenderer), must provide a self-declaration regarding the situations referred to above in the form of an ESPD, or, by completing the self-declaration in the form of Appendix A – Self Declaration re Regulation 57, as specified in the Project Particulars[4].

Note: The Contracting Authority may, at any time during the Competition (for example at shortlisting stage), require the Tenderer to provide a sworn oath in the form of Model Form MF 1.32 Declaration Under Oath/Solemn Oath regarding the situations referred to above, and where the date of the

[4] CA Note: Where the Competition is subject to the European procurement regulations, an eESPD must always be selected in the Particulars. Where the Competition is not subject to the European procuement regulations, either an eESPD or Appendix A – Self Declatation re Article 57 may be selected in the Particulars.

Declaration Under Oath/Solemn Oath pre-dates the date of submission of the SAQ Response, Tenderers must also provide a confirmation in the form of Model Form MF1.33 that the oath is still valid.

1.6. ADDITIONAL GROUNDS FOR EXCLUSION

The Contracting Authority reserves the right to exclude any Tenderer from the Competition should the Contracting Authority be of the view that entry into the Contract with such Tenderer (bearing in mind any Tenderer members (where the Tenderer is a Consortium, Joint Venture or Partnership), entities relied upon or subcontractors) would be contrary to any applicable law or regulation, including any applicable sanctions regimes.

Where required in the Particulars, Tenderers shall be required to disclose in their SAQ Response any issues giving rise to possible sanctions applications.

1.7. MEASURES UNDER THE INTERNATIONAL PROCUREMENT INSTRUMENT

Where the Project Particulars state that pursuant to Regulation (EU) 2022/1031 of the European Parliament and of the Council of 23 June 2022 *on the access of third-country economic operators, goods and services to the Union's public procurement and concession markets and procedures supporting negotiations on access of Union economic operators, goods and services to the public procurement and concession markets of third countries* ("The International Procurement Instrument" – IPI) an IPI measure applies to this Competition (having regard to the estimated value of the contract[5], the scope of application of the IPI measure, or the date on which the IPI measure was made[6]),- the IPI Annex issued by the Contracting Authority forms part of this Questionnaire.

1.8. SPECIALISTS TO BE NAMED BY THE EMPLOYER (PW-CF1 to PW-CF5 only)

The Employer may name Novated Specialists (as described below) in the Contract for appointment by the Works Contractor as Specialist sub-contractors.

Where Section 2.1 of the Project Particulars states that the Employer will novate Specialist contracts to the Works Contractor, the Contracting Authority will conduct separate tender competition(s) to appoint contractor/(s) ("Novated Specialist(s)") for those specialist novated areas described in Section 2.6.1 (of the Project Particulars).

At the next stage of the Competition, the Contracting Authority will name the Novated Specialist(s) and provide the applicable conditions of contract, the novated contract sum and any other appropriate contract information in the Form of Tender and Schedule, part 3B, either in the tender documents or during the tendering period.

1.9. COMPETITIONS WHERE THE CONTRACT IS TO BE NOVATED AS A SPECIALIST CONTRACT

Where Section 2.1 of the Project Particulars states that the Contract is to be novated as a Specialist contract ("novated Specialist contract"), the Contracting Authority intends to novate the Contract for the works described in the Project Particulars to a main works contractor.

In a separate tender competition for a main works contract, the Contracting Authority intends to name and provide details of the novated Specialist contract to be novated, including the name of the Novated Specialist, the form of contract to be novated and the novated contract price, either in the tender documents or during the tendering period for the main works contract.

On award of the main works contract, the Employer novates the Specialist contract to the main works contrator. A Novation Agreement will be required to be entered into by the Employer, the novated Specialist and the main works contractor.

[5] Where the estimated value of the contract is above €5m (Services) and €15m (Works).

[6] Relevant IPI measures are those which were in force at the time the competition was launched.

1.10. QUALIFICATION CRITERIA

1.10.1. General

In order to pass the suitability assessment overall, a Tenderer must pass the requirements of all Qualification Criteria, (whether in Section 3 of this Questionnaire and Health and Safety Supplement(s)). If a Tenderer does not pass a Qualification Criterion, the Tenderer will be eliminated from the Competition.

The Tenderer must follow the instructions and respond as required by the following titles under the 'Response' heading for each Qualification Criterion:

(a) Where the Contracting Authority has chosen "Declaration Required", it shall suffice for the purposes of SAQ Response for the Tenderer to complete the Declaration in Part 2 of the Questionnaire (and may also respond by selecting Yes in Part IVα (Selection Criteria) of the ESPD, where an ESPD is required). The Declaration in Part 2 of the Questionnaire will be required to be completed even if the Tenderer is also submitting an ESPD. The Contracting Authority may, at any time (for example, prior to shortlisting), request supporting documentation substantiating any declaration made in respect of any or all such Qualification Criteria. Supporting documents must prove that the Tenderer meets the relevant Qualification Criterion as of the date of submission of the Tenderer's SAQ Response. Where the Contracting Authority requests supporting documentation substantiating any declaration made in respect of any or all such Qualification Criteria, the supporting documents must be provided promptly and within the timeframe specified by the Contracting Authority. Failure to provide the requested supporting documentation within the timeframe specified may result in exclusion from the Competition.

(b) Where the Contracting Authority has chosen "Evidence Required", Tenderers must include the evidence required in their SAQ Response. Tenderers should not purport to have responded to any such Qualification Criterion solely by having provided the completed Part 2 (and/or an ESPD where an ESPD is required). The evidence submitted must prove that the Tenderer (or an entity being relied upon for these purposes in accordance with the terms of this Questionnaire) meets the relevant Qualification Criteria as of the date of submission of the Tenderer's SAQ Response. Failure to submit the required evidence in the SAQ Response may result in exclusion from the Competition.

All Qualification Criteria are evaluated on a "Pass/Fail" basis, and the requirements specified in the Qualification Criterion must be met in full in order to pass. Where a Tenderer does not pass a Qualification Criterion, the Tenderer will be eliminated from the Competition.

1.11. FOREIGN SUBSIDIES REGULATION

Where the Project Particulars state that Regulation (EU) 2022/2560 of the European Parliament and of the Council *on foreign subsidies distorting the internal market applies to this Competition* ("the Foreign Subsidies Regulation"), (having regard to the estimated value of the Contract[7]) – the Annex entitled- *Application of Regulation (EU) 2022/2560 in respect of Foreign Subsidies Regulation to the Competition* issued by the Contracting Authority forms part of this Questionnaire.

[7] Where the estimated value of the contract is above €250m [or the equilevent in Lots (€125m) or in the case of a Reserved Specialist €50m].

2. PROJECT PARTICULARS[8]

2.1. PROJECT INFORMATION

TABLE 1: GENERAL			
1(i)	Project Title:	Shandon Exchange	
1(ii)	Suitability assessment for:	Works Contractor and as PSCS	
1(iii)	Form of public works contract to be used:	PW-CF1	**Note**: If any of PW-CF1,PW-CF3, PW-CF5, see Tables 2 to 3
1(iv)	The Bill of Quantities Method of Measurement to be used is (where applicable):	ARM 5	
1(v)	Is the Contract to be novated as a Specialist contract?	N/A	**Note:** If Yes, see Tables 3 and 4

ADDITIONAL INFORMATION TO BE PROVIDED ONLY WHERE THE FORM OF PUBLIC WORKS CONTRACT TO BE USED IS ANY OF PW-CF1, PW-CF3, PW-CF5:

Not applicable

TABLE 2: SPECIALISTS TO BE NAMED BY THE EMPLOYER			
2(i)	Novated Specialists Are Specialists contracts to be novated to the Works Contractor?	N/A	**Note:** If "YES", see Section 2.7.1

[8] Refer also to the Particulars in the ITT for additional information in relation to the Competition

ADDITIONAL INFORMATION TO BE PROVIDED ONLY WHERE THE CONTRACT IS TO BE NOVATED

Not applicable

TABLE 3: MAIN WORKS CONTRACT DESCRIPTION		
3(i)	Contract Notice Reference for the main works contract	N/A
3(ii)	Approximate size and general description of the main works contract: N/A	
3(iii)	Approximate value of the main works contract, where known:	N/A
3(iv)	Anticipated start of the main works contract:	N/A
3(v)	The form of contract to be used for the main works contract:	

TABLE 4: WHERE THE CONTRACT IS TO BE NOVATED AS A SPECIALIST CONTRACT	
4(i)	Where **other** contracts are to be novated as specialist contracts, provide a brief description below of the other specialist areas to be novated. N/A

2.2. COMPETITION DETAILS

TABLE 5 – COMPETITION DETAILS		
Regulation 57 (Exclusion Grounds) of SI 284/2016		
5(i)	Tenderers (and any members of the Tenderer and entities relied upon) are required to provide a declaration in relation to Regulation 57 (Exclusion Grounds) of SI 284/2016[9] the form of:	an ESPD
Regulation (EU) No 833/2014 as amended by Council Regulation (EU) 2022/576 - Sanctions Against Russia		
5(ii)	Tenderers are required to provide a declare (by completing the Applicant Declaration inf Part 2) that the Tenderer, any members of the Tenderer and entities relied upon do not exceed the limits set in Article 5k of Council Regulation (EU) No 833/2014 of 31 July 2014 concerning restrictive measures in view of Russia's actions destabilising the situation in Ukraine, as amended by Council Regulation (EU) No 2022/578 of 8 April 2022.	Yes
IPI measures-Application of Regulation (EU) 2022/1031 of the European Parliament and of the Council of 23 June 2022 - the International Procurement Instrument to the Competition ("the IPI")		
5(iii)	Does an IPI Measure/(s) made pursuant to Regulation (EU) 2022/1031 – the IPI - apply to this Competition?	N/A

[9]CA note: where the Competition is subject to the European Procurement Regulations, then the exclusion grounds in Article 57 automatically apply and the CA must select "an ESPD". Where the Competition is not subject to the European Procurement Regulations, the CA may select an ESPD or Appendix A, where the CA applies the grounds for exclusion in the Competition.

Application of the Foreign Subsidies Regulation- Regulation 2023/1441 of the European Parliament and of the Council of 10 July 2023 –on foreign subsidies distorting the internal market – the Foreign Subsidies Regulation.		
5(iv)	Does Regulation 2022/2560 ("the FSR") apply to this Competition?	N/A

2.3. CONTRACTOR ROLE(S)

The successful Tenderer will be appointed to, or carry out, the roles stated below (as appropriate).

TABLE 6: COMPETITIONS FOR WORKS CONTRACTORS		
Ref	Role	Requirement
6(i)	Works Contractor	**The successful Tenderer WILL BE appointed the Contractor** on the project for the purpose of the Construction Regulations (and the Builder for the purposes of BC(A)R, where BC(A)R applies). Note Tenderers must always complete H&S Supplement 3.4.1.
6(ii)	PSCS	The successful Tenderer **WILL BE** appointed as the PSCS on the project in accordance with the Construction Regulations. Where the response is "will be", Tenderers must also complete H&S Supplement 3.4.2.

2.4. PROJECT CATEGORY[10]

TABLE 7: PROJECT CATEGORY	
Project categorisation for assessment of Works Contractor.	**Type 2**

2.5. HEALTH AND SAFETY

[10] The Contracting Authority must select the category of project, in general:

- Type 1 project has a value < €1,000,000 (Excluding VAT);
- Type 2 project has a value €1,000,000 to €10,000,000 (Excluding VAT); or
- Type 3 project has a value > 10,000,000 (Excluding VAT).

Notwithstanding the above, considerations in relation to the H&S risk must also be taken into account in deciding on the project type. If there is a high H&S risk the category may need to be higher than that indicated by the project value. The category of project chosen then governs decisions to be made about selection criteria and requirements in section 3 of this Questionnaire.

The successful Tenderer will be required to comply with the Safety, Health and Welfare at Work Act 2005 and any subsequent Safety, Health and Welfare legislation including the requirement to have a Safety Statement. The successful Tenderer will also be required to comply with the Construction Regulations, particularly in relation to the appointment (as applicable) of the Works Contractor, Health and Safety Coordinator, Designer, PSCS, and the PSDP.

TABLE 8: Areas of work involving particular risks known to Contracting Authority at issue of Questionnaire:
Refer to the Preliminary Safety & Health file located in the Information Pack

2.6. SPECIALISTS NAMED BY THE EMPLOYER (PW-CF1, PW-CF3, PW-CF5 only)

2.6.1. NOVATED SPECIALISTS

TABLE 9: NOVATED SPECIALIST CONTRACT AREA(S)	**% of total project costs**
Not applicable	Click or tap here to enter text.

2.7. OTHER WORKS

The following works will be undertaken on the Site by independent contractors at the same time as the works that are the subject of this Competition.

TABLE 10: DESCRIPTION OF OTHER WORKS
Not applicable

2.8. ADDITIONAL TENDERER INFORMATION

TABLE 11: OTHER INFORMATION REQUIRED
Not applicable

3. SUITABILITY ASSESSMENT QUESTIONNAIRE

CA Note: Select the Qualification Criteria/Requirement that apply for the Competition the Response required and the Evaluation that will apply in the summary Table 15 below by selecting from the drop down options in each column. Ensure these match the options under each individual Qualification Criteria selected in sections 3.2, 3.3 and 3.4, H&S Supplements 3.4.1 and 3.4.2 (where applicable). Where a Requirement/ Criterion is not an Qualification Criterion in this competition, select "No" in the headed column entitled "Qualification/ Criterion", and in the column "Response", select "N/A" in the drop down fields.

TABLE 11: CONTRACTING AUTHORITY'S ASSESSMENT SCHEME SUMMARY				
No.[11]	**Requirement/Criterion**	**Qualification Criterion**	**Response Type**	**Evaluation**
3.1	**(NOT USED**[12]**)**			
3.2	**PROFESSIONAL OR TRADE REGISTER**	Yes	Declaration Required	Pass/Fail
3.3	**FINANCIAL & ECONOMIC STANDING CRITERIA**			
3.3a	Evidence of Turnover	Yes	Declaration Required	Pass/Fail
3.3b	Balance sheet or Extracts from a Balance Sheet	No	N/A	N/A
3.3c	Banker's Letter	No	N/A	N/A
3.3d	Financial Statements or Extracts From Financial Statements	Yes	Declaration Required	Pass/Fail
3.3e	Professional Indemnity Insurance	Yes	Declaration Required	Pass/Fail
3.3f	Public Liability Insurance	Yes	Declaration Required	Pass/Fail
3.3g	Employer's Liability Insurance	Yes	Declaration Required	Pass/Fail
3.3h	Performance Bond	Yes	Declaration Required	Pass/Fail
3.4	**TECHNICAL CAPABILITY CRITERIA (Contractor Technical Competency)**			
3.4a	Educational and Professional Qualifications (Managerial)	Yes	Evidence Required	Pass/Fail
3.4b	Educational and Professional Qualifications (Personnel)	Yes	Evidence Required	Pass/Fail
3.4c	List Works carried out over the Past **7** Years	No	N/A	N/A
3.4d	List Technicians or Technical Bodies involved especially	Yes	Declaration Required	Pass/Fail

[11] The numbers in this column reference the subsection numbers of the criteria in this Questionnaire.

[12] For the requirements in relation to Regulation 57 of SI 284/2016 (Exclusion Grounds) in relation to the competition, refer to the Particulars Part 2.2.

TABLE 11: CONTRACTING AUTHORITY'S ASSESSMENT SCHEME SUMMARY				
No.[11]	**Requirement/Criterion**	**Qualification Criterion**	**Response Type**	**Evaluation**
	those responsible for Quality Control and those whom the contractor can call on in order to carry out work			
3.4e	A statement of the Average Annual Numbers of Persons Employed by the Contractor and those in a Managerial Position over the Past 3 Years	Yes	Declaration Required	Pass/Fail
3.4f	A statement of the Technical Equipment Available	Yes	Declaration Required	Pass/Fail
3.4g	Environmental Management Measures	Yes	Declaration Required	Pass/Fail
3.4h	Supply Chain Management & Tracking Systems	Yes	Declaration Required	Pass/Fail

TABLE 12: H&S 3.4.1 SUPPLEMENT: HEALTH AND SAFETY COMPETENCE OF A CONTRACTOR				
No.	**Requirement/Criterion**	**Qualification Criterion**	**Response Type**	**Type of Evaluation**
3.4.1	**TECHNICAL CAPABILITY CRITERIA in SUPPLEMENT 3.4.1 (Health and Safety competence of Contractor)**			
3.4.1a	(HS) Educational and Professional Qualifications (Management)	Yes	Declaration Required	Pass/Fail
3.4.1b	(HS) Educational and Professional Qualifications (Personnel)	Yes	Declaration Required	Pass/Fail
3.4.1c	(HS) List Works carried out over the Past **7** Years	Yes	Declaration Required	Pass/Fail
3.4.1d	(HS) Measures for Ensuring Quality	Yes	Declaration Required	Pass/Fail
3.4.1e	(HS) A statement of the Average Annual Numbers of Persons Employed by the Contractor and those in a Managerial Position over the Past 3 Years	Yes	Declaration Required	Pass/Fail

TABLE 13: H&S SUPPLEMENT 3.4.2: HEALTH AND SAFETY COMPETENCE OF A PSCS				
No.	**Requirement/Criterion**	**Qualification Criterion**	**Response Type**	**Type of Evaluation**
3.4.2	**TECHNICAL CAPABILITY CRITERIA in SUPPLEMENT 3.4.2 (Health and Safety competence of Project Supervisor for the Construction Stage) (where required in Section 1.3)**			
3.4.2a	(HS) Educational and Professional Qualifications (Management)	Yes	Declaration Required	Pass/Fail
3.4.2b	(HS) Educational and Professional Qualifications (Personnel)	Yes	Declaration Required	Pass/Fail
3.4.2c	(HS) List of Technical Services provided for Works over the Past **3** Years	Yes	Submit on Request	Pass/Fail
3.4.2d	(HS) Measures for Ensuring Quality	Yes	Declaration Required	Pass/Fail
3.4.2e	(HS) A statement of the Average Annual Numbers of Persons Employed to Provide PSCS Services and those in a Managerial Position over the Past 3 Years	Yes	Declaration Required	Pass/Fail

3.1. (NOT USED)[13]

3.2. ENROLMENT ON PROFESSIONAL OR TRADE REGISTER

Qualification Criterion:	Response Type:	Type of Evaluation:
YES	DECLARATION REQUIRED	PASS/FAIL

Tenderers must be enrolled on a professional or trade registers in accordance with Annex XI of Directive 2014/24/EU and meet the supplemental requirements (if any) as identified by the Contracting Authority below.

The evidence required to pass this criterion is proof of enrolment on a relevant professional or trade register in accordance with in accordance with Article 80 of Directive 2014/25/EU (and Regulation 85 of the European Union (Award of Contracts by Utility Undertakings) Regulations 2016 and Article 58 of Directive 2014/24/EU (and Regulation 58 of the European Union (Award of Public Authority Contracts) Regulations 2016) and the supplemental requirements (if any) as identified by the Contracting Authority below.

CA SUPPLEMENTARY REQUIREMENTS:

Cork City Council enterered information:
Further evidence required to pass this criterion is as follows:

a) If the tenderer is trading as a company: The Certificate of Incorporation from the Company Registration Office, including the company registration number, or

b) If the tenderer is trading as a sole trader: A current letter from the contractor's accountants or auditors stating that the contractor is trading as a sole trader

Initially the complete declaration in section 2.7 of of QW_Part 2 of the Suitability Assessment Questionnaire is to be provided in response to this criterion

3.3. ECONOMIC AND FINANCIAL STANDING SELECTION CRITERIA

Information in this Section 3.3 must be provided by the Tenderer, or, where the Tenderer a Joint Venture, Consortium or Partnership, each member of the Tenderer. If the Tenderer (or any member of the Tenderer) is relying on a separate entity (including but not limited to a parent company) for the purposes of meeting the requirements of this criterion 3.3 (and the sub-criteria therein), information in this Section 3.3 must be provided by the entity being relied upon in respect of the sub-criterion for which reliance is required.

3.3a EVIDENCE OF TURNOVER

[13] For the requirements in relation to Regulation 57 of SI 284/2016 (Exclusion Grounds) , refer to Section 2.2 of the Particulars and Section 1.5.

Qualification Criterion:	Response Type:	Type of Evaluation:
YES	DECLARATION REQUIRED	PASS/FAIL

The evidence required to pass this criterion is statements of yearly turnover for the 3 most recently completed financial years which demonstrate that the Tenderer meets or exceeds the Turnover Requirement set out below. If the date of establishment of the Tenderer means the Tenderer cannot provide yearly turnover for 3 years, the Tenderer must submit statements of yearly turnover for each year the Tenderer (or member of the Tenderer, or entity being relied upon) has been established to demonstrate they have the necessary financial standing. Tenderers may be required to demonstrate the basis for the statements provided in order to allow the Contracting Authority to verify accuracy. If, for a reason deemed valid by the Contracting Authority, the evidence sought cannot be provided then alternative evidence which is considered appropriate by the Contracting Authority may be provided.

Turnover Requirement

Area of Business/Work:	Minimum Yearly Turnover arising from the area of work specified:
General Construction[14]	€ 5,000,000

CA SUPPLEMENTARY REQUIREMENTS:
Cork City Council enterered information:
Initially the complete declaration in section 2.7 of of QW_Part 2 of the Suitability Assessment Questionnaire is to be provided in response to this criterion.

The evidence required to pass this criterion is an original letter which is dated and signed by either your external accountant or professionally accountable Head of Finance stating clearly that the Applicant's annual turnover for the last three financial years meets the minimum standard stated above.
Please note, that the latest annual figure must relate to the financial year end that fell within the last 12 months i.e. December 2023 to December 2025. Where the annual accounts have not been finalised, this must be clearly stated in the letter. Combined total turnover for all members of a consortium must meet the minimum turnover. If only one member has the skills, resources and experience for the work, that member must have an average turnover that demonstrates financial capacity for the work.
The minimum average turnover will be determined by calculating the combined construction turnover of all members of a consortium for 2023, 2024 and 2025 and then dividing by 3.
The minimum average turnover must meet or exceed € 5,000,000.
Subcontractors turnover will not be taken into account when determining if this requirement has been satisfied.
In addition, the combined total construction turnover for 2025 for all members of a consortium must meet or exceed € 5,000,000.

Where the Tenderer is a Consortium or Joint Venture the aggregated turnover for all members of the Tenderer must meet the Turnover Requirements set out above. The Contracting Authority may specify minimum yearly turnover requirements for any person(s)[15] who are providing certain roles which must be met for the Tenderer to avoid elimination. The relevant minimum requirements are as follows:

CA SUPPLEMENTARY REQUIREMENTS in relation to Consortia etc: See above

[14] Delete as appropriate.

[15] E.g. any member(s) of the Consortium or Joint Venture or Partnership or any entity (or entities) being relied upon for the relevant skills, resources and experience.

3.3b BALANCE SHEET OR EXTRACTS FROM A BALANCE SHEET

Qualification Criterion:	Response Type:	Type of Evaluation:
NO	NOT REQUIRED	N/A

The evidence required to pass this criterion should meet the requirements identified below (or if for any valid reason this evidence cannot be provided then alternative evidence which is considered appropriate by the Contracting Authority may be provided).

CA REQUIREMENTS:

3.3c BANKER'S LETTER

Qualification Criterion:	Response Type:	Type of Evaluation:
NO	NOT REQUIRED	N/A

The evidence required to pass this criterion is a letter " " from the Tenderer's current principal banker dated within the past 3 months .

3.3d FINANCIAL STATEMENTS OR EXTRACTS FROM FINANCIAL STATEMENTS

Qualification Criterion:	Response Type:	Type of Evaluation:
YES	DECLARATION REQUIRED	PASS/FAIL

The evidence required to pass this criterion should be in accordance with the requirements identified below (or, if for any valid reason this evidence cannot be provided then alternative evidence which is considered appropriate by the Contracting Authority may be provided).

CA REQUIREMENTS

Cork City Council enterered information:
Initially the complete declaration in section 2.7 of of QW_Part 2 of the Suitability Assessment Questionnaire is to be provided in response to this criterion.

Tenderers must have sufficient Financial and Economic Standing to complete a project of the size, nature and complexity of this project and to perform the Contract.

The responses to questions 3.3a to 3.3d will be assessed by the Contracting Authority and any applicant that does not meet the minimum requirement will fail the pre-qualification process.

The minimum requirement will be the provision of satisfactory information demonstrating that:
1) the applicant has sufficient financial and economic standing to complete a project of the size, nature and complexity of this project,
2) the applicant's financial and economic standing would not pose any undue risk to the successful completion of the project
3) the applicant can meet the obligations anticipated under the Contract and in particular:

3.3d (i) Before appointment the successful tenderer will be required to provide a current letter dated within 3 months of the closing date of the tender, from their Auditors or Accountants stating "that their current assets exceed their current liabilities".

3.3d (ii) Before appointment the successful tenderer will be required to provide a Tax Clearance Certificate or Relevant Contracts Tax Certificate or a statement of suitability on tax grounds and current certificates from a relevant non-Irish country

3.3d (iii) Before appointment, the successful tenderer will be required to produce evidence from their Insurance Company in the form of the policy confirming that the tenderer has current contractors all risk insurance cover complying with the requirement(s) set out below.

Minimum level of Contractors All Risk (C.A.R.), insurance policy, as per clause 3.3 of the conditions of contract in the amount equal to the value of the works, fees, site clearance, etc.

3.3e PROFESSIONAL INDEMNITY INSURANCE

Qualification Criterion:	Response Type:	Type of Evaluation:
YES	DECLARATION REQUIRED	PASS/FAIL

Prior to appointment (where there is a requirement to provide professional indemnity insurance “PII”), the successful Tenderer will be required to produce evidence in the form set out at (i) or (ii) below and that it will be maintained for 12 years after completion of the Works.

(If for any valid reason this evidence cannot be provided then alternative evidence that is considered appropriate by the Contracting Authority may be provided).

The professional insurance indemnity requirements are as follows:

The level of cover as stated here:

Minimum level of Professional Indemnity Insurance required for Works Contractor	€ 1.2million[16]

The excess as stated here:

[16] Refer to GN 1.1.2 - If no minimum is specified, €1.5m (one million and five hundred thousand Euros) applies.

Maximum permissible excess on Professional Indemnity Insurance in any one claim below which the Works Contractor will bear the cost is the greater amount of 2% of the Tenderer's annual turnover, or €5,000.

Cover provided on an annual aggregate claim basis[17;]

The jurisdiction in which claims can be lodged and settled includes IRELAND.

CA SUPPLEMENTARY REQUIREMENTS

Cork City Council enterered information:
Initially the complete declaration in section 2.7 of of QW_Part 2 of the Suitability Assessment Questionnaire is to be provided in response to this criterion.

Cover is to include areas of design for which the Contractor is responsible for, such as temporary works design, completion of design of assemblies such as balustrading, windows, roof trusses, precast concrete units etc. If 3rd parties are relied upon for this design role confirm how this is structured and provide evidence of their Professional Indemnity Insurance for their design role.

Entitles issuing PII insurance cover must have been granted an authorisation as an insurance undertaking by the Central Bank of Ireland to provide Non-Life Insurance Class 13 General Liability cover. Entities providing insurance intermediary services must be either authorised by the Central Bank of Ireland, or registered in a Member State other than Ireland for the purposes of Directive 2009/138/EC.

The evidence required to pass this criterion may be either:

(i) evidence that professional indemnity insurance meeting the requirements set out above is in place. Such evidence may be provided by the relevant insurance undertaking itself or by an insurance intermediary; or,

(ii) a signed letter in the form of Letter of Undertaking re Insurance provided in Appendix 1 to this Part 1, which may be provided where the Tenderer does not have professional indemnity insurance or does not have professional indemnity insurance meeting the professional indemnity insurance requirements set out above.

3.3f PUBLIC LIABILITY INSURANCE

Requirement:	Response Type:	Type of Evaluation:
YES	DECLARATION REQUIRED	PASS/FAIL

Before appointment, the successful Tenderer will be required to produce evidence in the form of (i) or (ii) below confirming that the successful Tenderer has current Public Liability insurance cover complying with the requirement(s) set out below.

Public Liability Insurance Requirements

Minimum level of Public Liability Insurance required in respect of any one accident:	€ 6.5million[18]

[17] Where a Tenderer can obtain cover on an 'any one claim' basis this should be considered as equivalent providing it meets the other listed requirements.

[18] If no value entered it shall read as €6,500,000 (six million five hundred thousand euro).

Maximum level of excess for property only* for any one incident below which the Works Contractor will bear the cost:	€ 10,000

***No excess is permitted in respect of death, injury or illness.**

Entitles issuing public liability insurance cover must have been granted an authorisation as an insurance undertaking by the Central Bank of Ireland to provide Non-Life Insurance Class 13 General Liability cover. Entities providing insurance intermediary services must be either authorised by the Central Bank of Ireland; or registered in a Member State other than Ireland for the purposes of Directive 2009/138/EC.

CA SUPPLEMENTARY REQUIREMENTS

Cork City Council enterered information:
Initially the complete declaration in section 2.7 of of QW_Part 2 of the Suitability Assessment Questionnaire is to be provided in response to this criterion.

The Contractor will be required to provide the evidence within 7 days of written request (issued by email). For information, the minimum evidence that will be required is stated below. PLEASE NOTE that failure to provide the stated evidence, within the timeframe stated in the email request, will eliminate the Contractor from the process.

Minimum standard – PLEASE PROVIDE evidence from your Broker or Insurance Company confirming that such Public Liability covers are in place or can, if appointed, be obtained.

The evidence required to pass this criterion may be either:

(i) evidence that public liability insurance cover meeting the requirements above is in place. Such evidence may be provided by the relevant insurance undertaking itself of by an insurance intermediary; or

(ii) a signed letter in the form of the Letter of Undertaking re Insurances provided in Appendix 1 to this Part 1, which may be provided where the Tenderer does not have public liability insurance or does not have public liability insurance meeting the requirements set out above.

3.3g EMPLOYER'S LIABILITY INSURANCE

Requirement:	Response Type:	Type of Evaluation:
YES	DECLARATION REQUIRED	PASS/FAIL

Before appointment, the successful Tenderer will be required to produce evidence in the form of (i) or (ii) below confirming that the successful Tenderer has current Employer's Liability insurance cover complying with the requirement(s) set out below.

Employer's Liability Insurance Requirements

Minimum level of Employer's Liability Insurance required in respect of any one accident:	€ 13million[19]

Entitles issuing employer's liability insurance cover must have been granted an authorisation as an insurance undertaking by the Central Bank of Ireland to provide Non-Life Insurance Class 13 General Liability cover. Entities providing insurance intermediary services must be either authorised by the Central

[19] If no value entered it shall read €13,000,000 (thirteen million Euro) – no excess is permitted on Employer's Liability Insurance.

Bank of Ireland; or registered in a Member State other than Ireland for the purposes of Directive 2009/138/EC.

CA SUPPLEMENTARY REQUIREMENTS

Cork City Council enterered information:
Initially the complete declaration in section 2.7 of of QW_Part 2 of the Suitability Assessment Questionnaire is to be provided in response to this criterion.

The evidence required to pass this criterion may be either:

(i) evidence that employer's liability insurance cover meeting the requirements above is in place. Such evidence may be provided by the relevant insurance undertaking itself or by an insurance intermediary; or

(ii) a signed letter in the form of Letter of Undertaking re Insurance provided in Appendix 1 to this Part 1, which may be provided where the Tenderer does not have employer's liability insurance or does not have employer's liability insurance meeting the requirements set out above.

3.3h PERFORMANCE BOND

Requirement:	Response Type:	Type of Evaluation:
YES	DECLARATION REQUIRED	PASS/FAIL

Cork City Council enterered information:

Initially the complete declaration in section 2.7 of of QW_Part 2 of the Suitability Assessment Questionnaire is to be provided in response to this criterion.

The Contractor will be required to provide the evidence within 7 days of written request (issued by email). For information, the minimum evidence that will be required is stated below. PLEASE NOTE that failure toprovide the stated evidence, within the timeframe stated in the email request, will eliminate the Contractor from the process.

Before the Starting Date of the Contract (where there is a requirement for a Performance Bond), the Works Contractor is required to give the Contracting Authority a Performance Bond provided by a Surety in accordance with the Works Requirements and the particular requirements set out below.

Performance Bond Requirements

In order to provide a performance bond a Surety must either:

- have been granted an authorisation as an insurance undertaking to provide Non-Life Insurance Class 13 General Liability cover by the Central Bank of Ireland; or
- have been granted an authorisation as a credit institution by the Central Bank of Ireland; or
- have been granted an authorisation as an insurance undertaking or credit institution by a recognized competent EU/EEA financial regulatory authority and be listed on the relevant registers maintained by the Central Bank of Ireland.

The amount of the Performance Bond required (expressed as a percentage of the eventual Contract Sum):	10 %[20]
Period after Substantial Completion of the Works Contract at which the Surety is released of their total liability:	15 Months[21]

CA SUPPLEMENTARY REQUIREMENTS:

The evidence required to pass this criterion is the completed Letter of Undertaking re Bond in Appendix D2 provided by a Surety stating that they are in a position to provide a performance bond to meet the particular requirements set out above.

[20] If no value entered it shall read 10% of the eventual Contract Sum.

[21] If no value entered it shall read 15 months/450 days.

3.4. TECHNICAL CAPABILITY CRITERIA[22]

In the context of technical capability, the Tenderer should carefully consider the responses in this subsection in relation to the role of Works Contractor that is required for the project as outlined in Section 1.

- Where the role of PSCS is required under section 2.3 of the Project Particulars, Health and Safety Supplement 3.4.2 (HS) must be completed by entity who is proposed to fulfil the role of PSCS (whether that be the the Tenderer, any member of the Tenderer, or an entity being relied upon).
- Where the roles required under Section 2.3 of the Project Particulars include Designer and/or PSDP, separate Specialist Questionnaires must be completed by the entity who is proposed to fulfil the role of Designer and/or PSDP (whether that be the Tenderer, any member of the Tenderer, or an entity being relied upon).

If the Tenderer (or any member of the Tenderer) is relying on a separate entity (including but not limited to a parent company) for the purposes of meeting the requirements of this criterion 3.4 (and the sub-criteria therein), information in this Section 3.4 must be provided by the entity being relied upon in respect of the sub-criterion for which reliance is required.

3.4a EDUCATIONAL AND PROFESSIONAL QUALIFICATIONS (Management)

Qualification Criterion:	Response Type:	Type of Evaluation:
YES	EVIDENCE REQUIRED	PASS/FAIL

The evidence required for assessment purposes under this criterion is the educational and professional qualifications (with dates obtained) and experience (on similar projects) of managerial staff, and must include the curricula vitae of the managerial staff and the organisational structure in accordance with the requirements (if any) identified below. Where a Tenderer is a Consortium, or where entities are being relied upon for the purposes of meeting this criterion, the organisational structure must clearly demonstrate the principal roles and responsibilities for each member of the Tenderer/entity relied upon (as may be applicable).

CA SUPPLEMENTARY REQUIREMENTS:
Cork City Council enterered information:

Provide Curriculum Vitae for the personnel proposed for the following positions.
Tenderers should clearly outline which CV relates to which position.
It is important that CVs clearly address the criteria set out below and provide sufficient detail to demonstrate that any project cited meets the relevant criterion.
It will be a condition of contract that only those individuals listed (qualifying for that role) may fulfil that role. Candidates may at Tender (clarification) stage propose supplementary personnel for consideration subject to the requirement that the proposed personnel must be of at least equal competency in all respects as those notified as qualifying in the original approved list. Where the Contracting Authority deem such supplementary personnel to be of equal competency (for the particular role) the Contracting Authority may, (but is not obliged to do so), approve such supplementary personnel for those roles.

1. Company Principal/Director:
The Managing Director shall have training and experience in both building construction and Health & Safety,

[22] Article 80 of Directive 2014/25/EU (and Regulation 85 of The European Union (Award of Contracts By Utility Undertakings) Regulations 2016) or Article 58 Of Directive 2014/24/EU (and Regulation 58 Of European Union (Award of Public Authority Contracts) Regulations 2016).

relevant to projects of a similar scale and complexity.
The Managing Director shall have the following;
(i) Relevant experience on similar projects (of a similar scale and complexity)
(ii) Educational, professional qualifications and project management skills
(iii) Safety and health qualifications and training (e.g. degree, diploma, certificate, managing safety in construction, continual professional development)
(iv) A minimum of 5 years experience as Managing Director
(v) A minimum of 10 years experience or greater in construction works
(vi) Experience in working in the role of Managing Director working with other contractors/sub contractor - Provide details of 3 (three) number completed relevant projects in the role of Managing Director

2. Health & Safety Manager:
The Health & Safety Manager shall have the following:
(i) Relevant experience on similar projects (of a similar scale and complexity)
(ii) Safety and health qualifications and training (e.g. degree, diploma, certificate, managing safety in construction, continual professional development)
(iii) A minimum of 3 years experience as Health & Safety Manager
(iv) A minimum of 10 years experience or greater in construction works

TENDERER NOTE:

Where the response type above is "Evidence Required" and, where applicable;

- the response type to sub-criteria 3.4.1a(HS) is "Evidence Required", and/or
- the response type to sub-criteria 3.4.2a(HS) is "Evidence Required", and/or
- the response type to sub-criteria 3.4.3a(HS) is "Evidence Required";

the Tenderer **<u>may</u>** include the evidence required for the (HS) sub-criteria stated above, with the evidence required above. Where the Tenderer includes evidence in relation to sub-criteria 3.4.1a(HS) and/or 3.4.2a(HS) and/or 3.4.3a(HS) with the evidence required above, the Tenderer must clearly identify the relevant sub-criterion to which the evidence relates.

3.4b EDUCATIONAL AND PROFESSIONAL QUALIFICATIONS (Personnel)

Qualification Criterion:	Response Type:	Type of Evaluation:
YES	EVIDENCE REQUIRED	PASS/FAIL

The evidence required for assessment purposes under this criterion is the educational and professional qualifications (with the dates obtained) of the Tenderer's personnel proposed for the project team, including the curricula vitae of the personnel meeting the specific requirements (if any) identified below.

CA SUPPLEMENTARY REQUIREMENTS
Cork City Council enterered information:

Provide Curriculum Vitae for the personnel proposed for the following positions.
Tenderers should clearly outline which CV relates to which position.
It is important that CVs clearly address the criteria set out below and provide sufficient detail to demonstrate that any project cited meets the relevant criterion.
It will be a condition of contract that only those individuals listed (qualifying for that role) may fulfil that role. Candidates may at Tender (clarification) stage propose supplementary personnel for consideration subject to

the requirement that the proposed personnel must be of at least equal competency in all respects as those notified as qualifying in the original approved list. Where the Contracting Authority deem such supplementary personnel to be of equal competency (for the particular role) the Contracting Authority may, (but is not obliged to do so), approve such supplementary personnel for those roles.

a. Site Agent/Contracts Manager:
The person nominated to this role shall be responsible for the day to day delivery of the works contract and shall have:
- Training in Safety & Health qualifications and training (e.g. degree, diploma, certificate, managing safety in construction, continual professional development)
- A minimum of 15 years relevant construction experience
- A minimum of 10 years experience in a Site Agent/Contracts Manager role on construction projects similar in nature and complexity to the tendered project. That experience should include projects with a similar level of conservation works
- Experience of managing Public Works Contracts Designed by the Employer (i.e. PW-CF1, PW-CF3, PW-CF5 or equivalent)

b. Site Foreman:
The person nominated in the role of Site Foreman shall be responsible for the day to day site operations and shall have:
- Safety & Health qualifications and training (e.g. degree, diploma, certificate, managing safety in construction, continual professional development)
- A minimum of 10 years relevant construction experience
- A minimum of 5 years experience in a Site Foreman role on construction projects similar in nature and complexity to the tendered project. That experience should include projects with similar conservation works

c. Project Engineer:
The person nominated in the role of Site Engineer shall be responsible for the day to day site technical & building control operations
- A recognised Level 8 Degree in Engineering or equivalent professional qualification
- A minimum of 10 years relevant construction experience
- A minimum of 5 years experience in a Project Engineer role on construction projects similar in nature and complexity to the tendered project

d. Health & Safety coordinator/representative:
- A minimum of 5 years experience in a Health & Safety role on construction projects similar in nature and complexity to the tendered project
- A recognised Health & Safety qualificiation

e. Building Services Coordinator:
The person nominated in the role of Building Services Coordinator shall be responsible for coordination of mechanical and electrical services, technical, samples, product selection, quality control, mechanical & electrical installed works, etc. and shall have:
- A minimum of 10 years relevant construction experience
- A minimum of 5 years experience in a Building Services Coordination role on construction projects similar in nature and complexity to the tendered project

TENDERER NOTE:

Where response type above is “Evidence Required” and, where applicable;

- the response type to sub-criteria 3.4.1b (HS) is "Evidence Required", and/or
- the response type to sub-criteria 3.4.2b (HS) is "Evidence Required", and/or
- the response type to sub-criteria 3.4.3c (HS) is "Evidence Required",

the Tenderer may include the evidence required for the (HS) sub-criteria stated above, with the evidence required above. Where the Tenderer includes evidence in relation to 3.4.1b (HS) and/or 3.4.2b (HS) and/or 3.4.3c (HS) with the evidence required above, Tenderers must clearly identify the relevant sub-criterion to which the evidence relates.

3.4c LIST OF WORKS CARRIED OUT OVER THE PAST 7 YEARS

Qualification Criterion:	Response Type:	Type of Evaluation:
NO	NOT REQUIRED	N/A

CA Note: A Contracting Authority may only require Tenderers to submit a list of works projects provided over a maximum period of the past 5 years. However, where necessary in order to ensure an adequate level of competition, the Contracting Authority may take into account works delivered over the previous 7 year period.

The period specified in the sub-criterion title above is the period within which the Tenderer may submit evidence of the works contracts it has delivered; it is not mandatory that projects be evidenced for the whole period. If a Tenderer cannot provide evidence for the entire period (e.g. a Tenderer has not been trading for the whole period) this will not be used as a reason to reject its application.

The evidence required for assessment purposes is details of works projects that the Tenderer (or an a member of the Tenderer or the entity being relied upon who is proposed in respect of the carrying out of the relevant works if the Tenderer is successful) has completed over the period stated above that are similar in nature and complexity to the Works required for this project. The evidence must be provided in the format specified below. (Note that the evidence requested is not necessarily for projects that are identical to the project that is the subject of this Questionnaire). Supplementary requirements (if any) will be stated by the Contracting Authority below.

A list of work projects must be provided by completing Appendix B1 (List of Previous Projects) meeting the requirements above and any supplemental requirements set out below (if any). The references required in relation to these projects must be provided by completing Appendix B2 Certificate of Satisfactory Execution (Works).

CA SUPPLEMENTARY REQUIREMENTS Click or tap here to enter text.

TENDERER NOTE:

Where the response type above is "Evidence Required" and, where applicable;

- the response type to sub-criteria 3.4.1c (HS) is "Evidence Required"; and/or
- the response type to sub-criteria 3.4.3c (HS) is "Evidence Required";

the Tenderer **<u>may</u>** include evidence for those HS sub-criteria stated above with the evidence required above.

Where the Tenderer includes evidence in relation to 3.4.1c (HS) and/or 3.4.3c (HS) with the evidence required above, Tenderers must clearly identify the relevant sub-criterion to which the evidence relates. Note that it is <u>NOT PERMITTED</u> to include evidence required for sub-criterion 3.4.2 c(HS) with the evidence required above.

3.4d LIST OF TECHNICIANS OR TECHNICAL BODIES INVOLVED ESPECIALLY THOSE RESPONSIBLE FOR QUALITY CONTROL AND THOSE WHOM THE CONTRACTOR CAN CALL ON IN ORDER TO CARRY OUT WORK

Qualification Criterion:	Response Type:	Type of Evaluation:
YES	DECLARATION REQUIRED	PASS/FAIL

The evidence required to pass this criterion is a list of the relevant technicians or technical bodies (other than in-house specialists, or Specialists proposed for those specialist areas listed at subsection 2.6 (if any)) upon whom the Tenderer can call in order to carry out the work, or whom the Tenderer can use in regard to quality control[23], particularly in the context of ensuring quality both in the administration of a project and the delivery of a high quality end product.

CA SUPPLEMENTARY REQUIREMENTS

Cork City Council enterered information:

Initially the complete declaration in section 2.7 of of QW_Part 2 of the Suitability Assessment Questionnaire is to be provided in response to this criterion.

Before appointment the successful tenderer will be required to provide the following information:

Tenderers must demonstrate they have suitable technicians or technical bodies invloved for ensuring quality control to undertake this project, in both the administration of the project and the delivery of a high-end quality product.

Where the assessment indicates that the tenderer may not have suitable technicians or technical bodies involved for quanity control, etc., they will be deemed to have failed this section.

Evidence of the following, in particular is required to pass this requirement:

- Documentation outlining relevant quality control procedures
- Documentation outlining Co-ordination with other trades / delivery procedures / storage procedures / protection of installations / inspection procedures / procedures for rectification of defective work / handover procedures

NOTE; Responses to this criteria should be limited to 2 (two) A4 pages, large volumes of generic company information will not be accepted or assessed.

TENDERER NOTE:

It is NOT PERMITTED to include evidence required for 3.4.1d (HS), 3.4.2d (HS) or 3.4.3d (HS) with the evidence required above.

3.4e A STATEMENT OF THE AVERAGE ANNUAL NUMBERS OF PERSONS EMPLOYED BY THE CONTRACTOR AND THOSE IN A MANAGERIAL POSITION OVER THE PAST 3 YEARS

Qualification Criterion:	Response Type:	Type of Evaluation:
YES	DECLARATION REQUIRED	PASS/FAIL

[23] (Part 2(b) of Annex XII to Directive 2014/24/EU and Schedule 8 Part II (b) of the European Union (Award of Public Authority Contracts) Regulations 2016)

The evidence required to pass this criterion is details of the average annual manpower and number of managerial staff over the past three years meeting with the requirements (if any) identified below.

CA SUPPLEMENTARY REQUIREMENTS:

Cork City Council enterered information:

Initially the complete declaration in section 2.7 of of QW_Part 2 of the Suitability Assessment Questionnaire is to be provided in response to this criterion.

The applicant will be required to provide the following evidence within 7 days of written request;

(a) Average annual manpower directly employed by the applicant during the immediately preceding three years (2023, 2024 & 2025).

(b) The current manpower (directly employed) by the tenderer in 2026

Applicants must demonstrate they possess sufficient manpower and sufficient suitably experienced managerial and project staff to undertake this particular project. The information provided in response to this requirement must include a categorised manpower table detailing the firm's annual manpower for the last 3 years. The minimum standard for a Pass is adequate manpower for the successful delivery of this project taking due cogniscance of the specific requirements for both management as outlined in Section 3.4a of this questionnaire. In demonstrating this, applicants are also requested to explain how taking cognisance of their current and projected overall workload for the proposed period of the works, their overall capacity as presented and their proposed project personnel and management as outlined in 3.4a an applicant would have adequate capacity to properly resource and deliver this project within the required timeframe as part of their overall anticipated workload. Applicants are reminded that particular roles require specific experience and that the personnel being put forward now in response to 3.4a must be made available to the project as required unless the Contracting Authority subsequently accepts alternative personnel put forward for consideration by the Applicant who the Contracting Authority and its advisors deem to have as a minimum equal training and experience to the original personnel proposed in the pre qualification submission.

Where the assessment indicates that the Applicant may not have sufficient manpower and managerial staff to undertake this specific project in accordance with the Contracting Authorities requirements or to deliver it within the required timeframe the Applicant will be deemed to have failed this section.

The information must be in the form of a table & categorised into the following headings e.g. Directors/Contract Managers/Site Agents/Site Senior Engineers/ Site Health & Safety Officers/Site General Foreman/Site Finishing Foreman/Senior Surveyors/Clerical Staff/Other Qualified Professionals /Technicians/Tradesmen/Apprentices /General Operatives/Unqualified personnel etc. Tenderers must clearly deomonstrate they possess sufficeint managerial staff, technical staff, qualified site personnel and unqualified site personnel.

TENDERER NOTE:

Where the response type above is "Evidence Required" and, where applicable:

- the response type to sub-criterion 3.4.1e (HS) is "Evidence Required"; and/or
- the response type to sub-criterion 3.4.2e (HS) is "Evidence Required"; and/or
- the response type to sub-criterion 3.4.3e (HS) is "Evidence Required";

the Tenderer **<u>may</u>** include evidence required for those HS sub-criteria stated above with the evidence required above. Where Tenderers include evidence in relation to 3.4.1e (HS) and/or 3.4.2e (HS) and/or 3.4.3e (HS) with the evidence required above, Tenderers must clearly identify the relevant sub-criterion to which the evidence relates.

3.4f A STATEMENT OF THE TECHNICAL EQUIPMENT AVAILABLE

Qualification Criterion:	Response Type:	Type of Evaluation:
YES	DECLARATION REQUIRED	PASS/FAIL

The evidence required to pass this criterion is details of the tool, plant or technical equipment available to the Tenderer to carry out the project, including evidence of technical equipment available to the Tenderer Specialists and the requirements (if any) listed below.

CA SUPPLEMENTARY REQUIREMENTS:
Cork City Council enterered information:
Initially the complete declaration in section 2.7 of of QW_Part 2 of the Suitability Assessment Questionnaire is to be provided in response to this criterion.

TENDERER NOTE:

Where the response type above is "Evidence Required" and, where applicable:

- the response type to sub-criterion 3.4.1f (HS) is "Evidence Required"; and/or
- the response type to sub-criterion 3.4.2f (HS) is "Evidence Required"; and/or
- the response type to sub-criterion 3.4.3f (HS) is "Evidence Required";

the Tenderer may include evidence required for those HS sub-criteria stated above with the evidence required above. Where Tenderers include evidence in relation to 3.4.1f (HS) and/or 3.4.2f (HS) and/or 3.4.3f (HS) with the evidence required above, Tenderers must clearly identify the relevant sub-criterion to which the evidence relates.

3.4g ENVIRONMENTAL MANAGEMENT MEASURES

Qualification Criterion:	Response Type:	Type of Evaluation:
YES	DECLARATION REQUIRED	PASS/FAIL

Cork City Council enterered information:

Initially the complete declaration in section 2.7 of of QW_Part 2 of the Suitability Assessment Questionnaire is to be provided in response to this criterion.

The evidence required to pass this criterion should be in accordance with the requirements identified below (or, if for any valid reason this evidence cannot be provided then alternative evidence which is considered appropriate by the Contracting Authority may be provided).

CA REQUIREMENT:
Cork City Council enterered information:

Tenderers shall demonstrate their capability to implement environmental management measures and sustainable procurement practices relevant to the execution of a complex conservation and adaptive re-use building project. The minimum requirement is that Tenderers demonstrate that robust and proportionate environmental management and sustainable procurement procedures are in place and will be implemented as part of the Works

As a minimum Tenderers shall provide:
1. A description of their environmental management arrangements applicable to construction projects of a similar scale and complexity;

2. Details of procedures used to:
- minimise construction waste and maximise re-use and recycling of materials;

- reduce embodied carbon associated with materials, transport and construction activities;
- promote the procurement of products with independently verified environmental performance;
- manage and document waste in accordance with all applicable waste management legislation;
- reduce energy consumption, water consumption and emissions arising from construction activities.

3. Evidence that the Applicant has successfully implemented sustainable procurement measures on at least one comparable project completed within the previous 7 years;

4. Confirmation that, if awarded the Contract, the Applicant will:
- seek to procure construction products with Environmental Product Declarations (EPDs) or equivalent independently verified environmental information where such products are available and proportionate to the Works;
- prioritise the retention, repair and re-use of existing building fabric in accordance with conservation best practice.

3.4h SUPPLY CHAIN MANAGEMENT AND TRACKING SYSTEMS

Qualification Criterion:	Response Type:	Type of Evaluation:
YES	DECLARATION REQUIRED	PASS/FAIL

Cork City Council enterered information:

Initially the complete declaration in section 2.7 of of QW_Part 2 of the Suitability Assessment Questionnaire is to be provided in response to this criterion.

The evidence required to pass this criterion should be in accordance with the requirements identified below (or, if for any valid reason this evidence cannot be provided then alternative evidence which is considered appropriate by the Contracting Authority may be provided).

CA REQUIREMENT:The evidence required to pass this criterion is details of appropriate supply chain monitoring and tracking systems available to the Applicant for execution of the contract including arrangements for monitoring suppliers and subcontractors, traceability of materials and management of supply chain risk

APPENDIX 1

FORMS OF LETTERS OF UNDERTAKING/DECLARATIONS

(A): Letter of Undertaking from an entity being relied upon – Refer to Section 1.4

[On letterhead of entity being relied upon]

To: [Name and address of Contracting Authority]

Regarding: [Title of contract]

Date: [Date]

A Dhaoine Uaisle,

We refer to the tender for the above contract submitted by

[Insert name of Tenderer]

We confirm that, if the above contract is awarded to the above-named Tenderer, we will make the capacities relied upon available to the Tenderer. We also confirm that, if the Tenderer is awarded the contract, we will execute a contractual commitment to that effect in the form described in the relevant warranty/guarantee. In particular we confirm that:

a) where we have been relied upon for financial or economic standing criteria, we confirm we will execute and deliver to you a guarantee in the form of a Reliance Guarantee[24]; or
b) where we are we have been relied upon for technical competency criteria we confirm that we will execute and deliver to you a warranty in the form of a Reliance Warranty[25] or Collateral Warranty[26] (as required by the Contracting Authority). Where we have been relied upon for educational or professional qualifications, or with regard to relevant professional experience, we confirm that we will perform the works or services to which those qualifications or experiences relate.

Is sinne, le meas

Signed by

Authorised signature of entity being relied upon

[24] Model Form 1.7 Reliance Guarantee

[25] Model Form 1.30 Reliance Warranty

[26] Model Form 2.3 Collateral Warranty for Specialists or MF 1.12 Collateral Warranty (Specialists)

B) Letter from Insurance Undertaking/Insurance Intermediary where evidence Is required for sub-criteria 3.3e, 3.3f or 3.3g

To: [Name and address of Tenderer]

Regarding: [Insert contract title]

Date: [Date]

A Dhaoine Uaisle,

We confirm that we are

a) an insurance undertaking authorised by the Central Bank of Ireland; or
b) an insurance intermediary authorised by the Central Bank of Ireland; or
c) an insurance intermediary registered in the EU/EEA for the purposes of Directive 2009/138/EC; and
d) we meet any other requirements for an insurance undertaking or insurance intermediary set out in the relevant Qualification Criterion relating to the provision of the insurance type stated below.

We confirm we have insurance facilities in place, which would enable us to provide to the above named entity with (*insert insurance tye and limit amout as appropriate)*

- Professional indemnity Insurance in the required amount of [●] euros on [annual aggregate/each and every claim basis]
- Public Liability Insurance in the required amount of [●] euros
- Employers Liability Insurance in the required amount of [●] euros

and meeting any other requirements in the relevant Qualification Criteria for insurances[27].

Therefore, subject to a satisfactory application, we expect that insurance cover can be issued within 4 weeks of the receipt by us of the relevant application, subject to our normal terms and conditions.

We understand you will be giving a copy of this letter to

[Name of Contracting Authority]

We look forward to receiving an application from you if your tender is successful.

is sinne, le meas

_____

Director

Name of Insurance Undertaking/Insurance Intermediary

[27] i.e. criterion 3.3e (Professional Indemnity Insurance), 3.3f (Public Liability Insurance), or 3.3g (Employer's Liability Insurance).