Sligo County Council
Comhairle Chontae Shligigh

Suitability Assessment Questionnaire

for

The provision of services for the design, build, operation, maintenance and performance guarantee of a ground source heat pump system

for

Sligo Regional Sports Centre

Client Name	Sligo County Council
Document issued	16/11/2026
eTenders ResourceID	SCC2026-0192
Procurement Procedure	Competitive Dialogue Procurement Process
Closing date for queries	30/11/2026
Queries	www.etenders.gov.ie
Closing date for responses	09/12/2026
Please note that information relating to this Questionnaire, including clarifications and changes, will be published on the Irish Government Procurement Opportunities Portal (www.etenders.gov.ie)	

This Suitability Assessment Questionnaire shall be interpreted in a manner consistent with Irish and EU rules on public procurement.

Disclaimer

This document issued herewith ("the Document") is for information only and does not constitute, and shall not be interpreted as, an offer for sale, prospectus, or the basis of a contract.

Sligo County Council reserves the right to discontinue the procurement process at any time.

In no circumstances will Sligo County Council or its advisers, consultants, contractors, servants and/or agents incur any liability or responsibility arising out of or in respect of the issue of this document.

Summary

Contracting Authority:	Sligo County Council (SCC)
Nature of Procurement	Procurement of a single-project DBOM contract for the design, build, commissioning, operation, maintenance and performance verification of a ground source heating/cooling/domestic hot water geothermal system at Sligo Regional Sports Centre, Cleveragh, Sligo, F91 XV62, as part of the SEUPB PeacePlus funded GEMINI project. This is not a multi-party framework and there will be no call-off, cascade or mini-competition process under this SAQ.
Procedure:	The Contracting Authority is utilising the Competitive Dialogue procedure of European Council Directive 2014/24/EU
Stage in procedure:	This is the first stage of this competitive procedure whereby any interested party may submit a response to this Questionnaire to be considered for invitation to participate in competitive dialogue for the SRSC DBOM contract. Following evaluation, SCC intends to invite up to five (5) suitably qualified candidates to participate in dialogue, provided sufficient candidates qualify. SCC reserves the right, subject to procurement rules and legal advice, to proceed with fewer candidates where fewer suitable candidates qualify and adequate competition remains. Following the SAQ, SCC will issue an Invitation to Participate in Competitive Dialogue. During dialogue, shortlisted candidates will develop technical, commercial, operating, maintenance and performance verification solutions. When SCC is satisfied that it can specify arrangements capable of meeting its requirements, SCC will close dialogue and invite final tenders.

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1. About the Awarding Authority

Sligo County Council herein after referred to as the Contracting Authority is the authority responsible for this procurement process.

This SAQ relates to a single project at Sligo Regional Sports Centre, Cleveragh, Sligo, F91 XV62, as part of the GEMINI project.

SCC owns and/or controls the project requirements and will procure an integrated contractor or contractor team for the design, build, operation, maintenance and performance verification of the geothermal ground source heat pump system.

It is the policy of Sligo County Council to encourage participation by Small and Medium Enterprises (SMEs) in this competition. SMEs are encouraged to explore the possibilities of forming relationships with other SMEs or with larger enterprises to meet the financial, economic or technical capacity requirements of the competition, if required.

Sligo County Council is also committed to facilitating social or environmental objectives through procurement, for example by including green procurement criteria or social clauses in competitions as appropriate.

2. Scope of DBOM Contract

2.1. Type of Contract

The objective of this SAQ is to shortlist suitably qualified integrated contractors, consortia, joint ventures or prime contractor teams for a single DBOM contract for SRSC.

The required service is a turnkey geothermal ground source heating/cooling/DHW solution, including: geothermal collector design and installation; heat pump and plant room design and installation; integration with HVAC, BMS, pool heating and DHW systems; commissioning; seasonal optimisation; operation and maintenance; metering; M&V; and performance reporting.

The DBOM contractor's scope is expected to extend from the geothermal collector up to the heat delivery interface with the building systems in the plant room, which will be the performance metering point.

The fabric upgrade, building-side heating and domestic hot water distribution, and construction of any new or extended plant room are expected to be delivered separately by SCC's SEAI Pathfinder retrofit design team and works contractor.

The Geothermal DBOM contractor will be required to coordinate its design and works with the Pathfinder retrofit design team and works contractor. The precise scope boundary and shared interfaces will be defined during dialogue.

2.2. Scope of Requirements for the DBOM contract

The project is intended to support SCC decarbonisation objectives and GEMINI project objectives by demonstrating a replicable public-sector ground source heat pump installation for a high thermal-demand leisure facility. The SAQ is intended to identify potential candidates with proven turnkey geothermal capability.

SRSC is a dry and wet sports complex comprising swimming pool, dry sports hall, gym and ancillary facilities. There is useful floor area of approximately 2,150 m2. The existing heating source is LPG boiler plant serving space heating, pool water heating and DHW.

For SAQ context only, the estimated heating and cooling demand at SRSC is summarised in Table 1 as per the previously completed Investment Grade Audit (IGA). The final post-retrofit demand will depend on the scope of the fabric upgrade/retrofit, which is not yet confirmed.

All figures are estimates derived from LPG delivery records rather than metered heat use therefore actual heating/cooling demand and peak heating/cooling load may fall outside these ranges.

Up to 2 months autumn/winter metered heat data will be available as part of the competitive dialogue technical file. Initial metered data suggests lower peak heating demand than estimated for present day building state.

Table 1: Indicative heat demand scenarios for SRSC *(IGA, Tipperary Energy Agency, 2026)*

Scenario	**Basis**	**Annual heating demand (space heating, pool water, DHW)**	**Peak heating demand**	**Annual / peak cooling demand**
High – no retrofit	IGA present-day estimate (2024 LPG delivery data)	924,733 kWh/yr	462 kW	26,098 kWh/yr / 32 kW
Low – deep retrofit	IGA projected post-retrofit estimate	739,715 kWh/yr	326 kW	26,098 kWh/yr / 32 kW

Further heat data information will be provided to shortlisted candidates with the Invitation to Participate in Dialogue.

Cooling demand should also be considered. The IGA identified an estimated cooling demand of 26,098 kWh/year. Candidates will be expected to determine solutions to obtain final heating, cooling and DHW loads during dialogue and then validate during detailed design upon award of final tender.

The anticipated geothermal solution is expected to be closed-loop vertical boreholes but there may be potential for open-loop contribution depending on the results of an initial investigation well currently underway and to be completed in December 2026.

The project is part-funded through the GEMINI project, administered by the Special EU Programmes Body (SEUPB). SEUPB funding applies to the geothermal collector, with the heat pump, associated plant room and metering works funded through SEAI Pathfinder and SCC. The geothermal system is required to be substantially complete no later than June 2028, with a final funding deadline of 15 September 2028.

2.3. Detailed Specification of Requirements

The DBOM contract is expected to be developed through the following stages, to be refined during dialogue:

Stage 1 - Dialogue, validation and developed solution: candidates will review the available IGA, GeoServ feasibility study, site data, constraints, heat/cooling demand range, electrical/MIC requirements, planning constraints, drilling constraints, live-site operational requirements and SCC performance objectives. The output should be a developed technical and commercial solution capable of final tender.

Stage 2 - Design, build and commissioning: the appointed contractor will complete final design, integration with wider Pathfinder Retrofit project design team and works contractor for building upgrade works, geothermal collector installation, heat pump and plant room works, BMS/controls integration, metering installation, commissioning, handover and seasonal commissioning.

Stage 3 - Operation, maintenance and performance verification: the appointed contractor will operate and maintain the geothermal system for the agreed O&M period and provide Measurement & Verification (M&V) reporting against agreed geothermal KPIs, including heating/cooling delivered, SPF/SCOP, operating temperatures, availability and data quality.

2.4. Contract Management

The Contracting Authority requires candidates to identify a dedicated project/contract manager for the SRSC DBOM contract. This person shall have the authority to coordinate all geothermal design, drilling, installation, commissioning, O&M, M&V and reporting matters and to act as SCCs principal point of contact during dialogue and, if appointed, during delivery and operation. The duties of the contract manager will include the following:

- Overall responsibility for good working relationship with Contracting Authority;
- Provide regular reports on performance as agreed with the Contracting Authority;
- Meet as and when required to review and examine performance;
- Deal with disputes, complaints or concerns that cannot be adequately resolved;
- Proactively discuss with the Contracting Authority ways of improving efficiency regarding service delivery in general and providing suggestions for improvement and cost savings;

NOTE: Candidates should note that contract management activities will be non-billable.

3. Contract Arrangements

This SAQ relates to a single DBOM contract for SRSC. It is not a framework agreement, and no further contracts will be awarded on foot of this competition.

3.1. Shortlisting of Candidates

SCC intends to invite up to five (5) of the highest-ranked candidates that meet the selection criteria in Appendix 1 to participate in the dialogue. Where fewer than three candidates meet the selection criteria, SCC reserves the right to proceed with those candidates that do, provided genuine competition is maintained.

3.2. Contract Duration

The DBOM contract will comprise a design and construction period, with the system to be substantially complete no later than June 2028, followed by an operation, maintenance and performance verification period of between 5 and 10 years from completion. The duration of the

operation and maintenance period, and any option to extend it, will be confirmed in the Invitation to Participate in Dialogue.

3.3. Estimated Contract Value

The estimated value of the DBOM contract, including the operation and maintenance period and any options, is [€1,700,000] excluding VAT. Within this, a budget of approximately €1,000,000 excluding VAT is available for the geothermal collector, funded through SEUPB (GEMINI). The heat pump, associated plant room and metering works are funded through SEAI Pathfinder and SCC.

This figure is provided for information only and does not commit SCC to any level of expenditure.

3.4. Basis of Award

Following the close of dialogue, the remaining participants will be invited to submit final tenders. A single DBOM contract will be awarded to the tenderer submitting the most economically advantageous tender on the basis of the best price-quality ratio, using award criteria that will be set out in the Invitation to Participate in Dialogue.

3.5. Form of Contract

The contract will be a single design, build, operate and maintain (DBOM) contract, with SCC retaining ownership of the geothermal system. The forms of contract under consideration are:

- a Capital Works Management Framework (CWMF) public works contract with performance guarantee and operation and maintenance schedules; or
- a contract based on the FIDIC Conditions of Contract for Design, Build and Operate Projects (Gold Book), adapted for this project.

The form of contract and its key terms will be confirmed in the Invitation to Participate in Dialogue and may be discussed during dialogue.

3.6. Award to Runner Up

If for any reason it is not possible to award the contract to the preferred tenderer, including where the preferred tenderer fails to provide the documents required as a condition of award or to execute the contract, SCC reserves the right to award the contract to the tenderer that submitted the next most economically advantageous tender, or to cancel the competition.

3.7. Conditions of Contract

Draft conditions of contract will be issued with the Invitation to Participate in Dialogue. Candidates are not required to accept contract terms at SAQ stage.

3.8. Pricing

Pricing requirements, including the basis of any price adjustment over the contract term, will be set out in the Invitation to Participate in Dialogue.

All prices quoted must be inclusive of all charges and any duties, taxes or levies other than VAT.

All prices quoted to be exclusive of VAT.

3.9. Performance Requirements

The DBOM contract will include performance guarantee requirements for the geothermal system, measured at the heat delivery interface, which are expected to cover heat and cooling

delivered, seasonal performance factor (SPF), operating temperatures, availability and data quality, together with measurement and verification, reporting and remedies for under-performance.

These will be developed during dialogue and set out in the final contract.

3.10. Termination

The contract will include termination provisions appropriate to a DBOM contract, including for persistent failure to meet the performance requirements, material breach and insolvency. These will be set out in the draft conditions of contract.

4. Procurement Process

Pursuant to the related contract notice published on etenders the client is initiating the competitive dialogue procedure prescribed by Article 30 of Public Sector Directive 2014/24/EU for the award of public contracts as transposed into Irish law by the European Union (Award of Public Authority Contracts) Regulations 2016.

On the basis of this SAQ and applying the selection criteria set out in APPENDIX 1, the client will invite up to five (5) applicants to participate in the dialogue, should that number qualify. **Please note that creative solutions are not being sought at this stage of the competition**. The purpose of the dialogue stage will be to identify the solution or solutions that best meet the Client's requirements.

Competitive Dialogue: Under Article 30 of the Public Sector Directive (2014/24/EU), competitive dialogue is designed to provide more flexibility in the tendering process for more complex contracts. Through the process of dialogue with a range of candidates, a contracting authority may identify arrangements or solutions which meet its requirements. In conducting the dialogue, contracting authorities must ensure equality of treatment and respect for the intellectual property rights of all candidates.

This stage will involve Audits and Outline Solution Report to be prepared by the candidates. On conclusion of the dialogue stage, tenderers will be invited to submit tenders, following which the preferred tendered will be chosen.

The procurement process will follow the steps as outlined below:

- Issuing of Suitability Assessment Questionnaire
- Shortlist candidates
- Shortlisted candidates invited to audit and complete an outline solution report of SRSC
- Invitation to participate in the Competitive Dialogue process to shortlisted candidates
- Invitation to submit final tenders
- Contract awarded and signing of DBOM contract
- Contract award notice published

All qualifying applications received will be evaluated against the selection criteria listed in APPENDIX 1. The client reserves the right, on foot of the dialogue, to discontinue the competition.

The following is an indicative timetable for the procurement process:

Step	**Date***
Issuing of Contract Notice (including SAQ)	16/11/2026
Queries deadline	30/11/2026
Deadline for submissions of SAQ	09/12/2026
Evaluation of SAQs and follow up queries	7-10 days approximately
Invitation to Participate in Competitive Dialogue	16/12/2026
Audits and Outline Solutions Report completed	27/01/2027
Dialogue meetings	2 weeks (Early/ mid-February 2027)
Invitation to Tender document	2 weeks (End February 2027)
Deadline for receipt of tenders	2 weeks (Mid March 2027)
Contract Award	Minimum of 14 days after letters of notification
Commencement of Contract	31/03/2027

* The above dates may be subject to change at the Client's absolute discretion.

5. Instructions to Candidates

5.1. Sufficiency & Accuracy of Questionnaire

Applicants will be deemed to have examined all the documents enclosed and by their own independent observations and enquiries will be held to have fully informed themselves as to the nature and extent of the requirements of this questionnaire.

5.2. Documents - Ambiguity, Discrepancy, Error, Omission

Where Candidates consider that they are missing any documents which would prevent the submission of a comprehensive tender, please contact SCC via the Questions and Answers facility on www.etenders.gov.ie. as soon as possible.

All clarifications/additional information will be issued via the eTenders website (www.etenders.gov.ie) and will be made available to all potential Applicants who have noted their interest on the eTenders website.

Applicants are required to inform SCC of any ambiguity, discrepancy or error in the tender documents. SCC shall, upon receipt of such notification, notify all applicants of its ruling in respect of any such ambiguity, discrepancy, error or omission. Such ruling shall be issued in writing and shall form part of the tender documents.

5.3. Closing Date and Time for Receipt of Questionnaires

The deadline date for receipt of questionnaires is as per etenders.

5.4. Queries

All queries regarding this tender requirement or process must be submitted through the Questions and Answers facility on www.etenders.gov.ie. Responses will be circulated to those candidates/tenderers that have registered an interest in this notice on www.etenders.gov.ie. The details of the person making a query will not be disclosed when circulating the response.

5.5. Qualification of Tenders

Please note that qualifications to a tender may be considered a counter-offer and may render the tender invalid.

5.6. Submission of Questionnaires

Submissions must be sent via the eTenders website, electronic post-box facility ONLY.

All applications submitted in soft copy must be compiled such that they can be read immediately using PDF readers. Sligo County Council is not responsible for corruption in electronic documents. Applicants must ensure electronic documents are not corrupt.

Tenderers must ensure that they give themselves sufficient time to upload and submit all required tender documentation before the Tender Deadline.

Please upload your response to this tender as a **ZIP FILE** to protect the integrity of the file names.

If you require assistance with your tender submission, please contact the eTenders helpdesk as follows:

Email: irish-eproc-helpdesk@eurodyn.com

Phone: +353 818001459

The Tenderer is fully responsible for the safe and timely delivery of the Tender.

Emailed, faxed or late tenders will not be considered.

5.7. Extension of Closing Date Period

SCC reserves the right, at its sole discretion, to extend the closing date for receipt of questionnaires by giving notice via www.etenders.gov.ie to applicants before the original closing date.

5.8. Modifications to Questionnaires

Modifications to Questionnaires prior to the Closing Date for Receipt of Questionnaires will be accepted in the form of supplementary information and/or addenda, provided they are submitted before the closing date for receipt of questionnaires. Please note that the eTenders electronic post-box facility closes at the stated date and time precisely.

5.9. Cost of Preparation of SAQ

SCC will not be liable for any costs incurred by candidates in the preparation of proposals or any associated work effort. It is the responsibility of the candidate to ensure that they are fully aware and understand the requirements as laid down in this document. Candidates will be responsible for any costs incurred by them in the event of their being required to attend clarification or other meetings or make a presentation.

5.10. Tender Validity Period

To allow sufficient time for assessment of tenders, a tender validity period of 12 months is required, this period commencing on the closing date by which tenders are to be returned in response to the Invitation to Tender.

5.11. Currency

Tender prices must be submitted in Euro only. All invoices and payments will be in Euro only.

5.12. Confidentiality

The distribution of the tender documents is for the sole purpose of obtaining offers. The distribution does not grant permission or licence to use the documents for any other purpose.
Applicants are required to treat the details of all documents supplied in connection with the tender process as private and confidential.

5.13. Conflict of Interest

All responses to this Qualification Questionnaire will be treated in confidence and no information contained therein will be communicated to any third party without the written permission of the applicant except insofar as is specifically required for the consideration and evaluation of the response or as may be required under law, including the Freedom of Information Act 2014, EU

and Irish Government Procurement Procedures, or in response to questions, debates or other parliamentary procedures in or of the Oireachtas (the Irish Parliament).

Applicants are asked to consider if any of the information supplied by them in response to this request for tenders should not be disclosed because of its sensitivity. If this is the case, applicants should specify the information that is sensitive and the reasons for its sensitivity. Sligo County Council cannot guarantee that any information provided by applicants, either in response to this Qualification Questionnaire or in the course of any contract awarded as a result thereof, will not be released pursuant to Sligo County Council's obligations under law, including the Freedom of Information Act 2014, EU and Irish Government Procurement Procedures. Sligo County Council accepts no liability whatsoever in respect of any information provided which is subsequently released or in respect of any consequential damage suffered as a result of such disclosure

Any conflict of interest involving an applicant (or applicants in the event of a consortium bid) must be fully disclosed to SCC. Any declarable interest involving the applicant and employees of SCC or their relatives must be fully disclosed in the response to this tender competition. The term 'declarable interest' shall be interpreted as per section 175 of the Local Government Act, 2001. Failure to disclose a conflict of interest may disqualify the applicant or invalidate an award of contract, depending on when the conflict of interest comes to light.

5.14. Freedom of Information Act 2014

All responses to this Qualification Questionnaire will be treated in confidence and no information contained therein will be communicated to any third party without the written permission of the applicant except insofar as is specifically required for the consideration and evaluation of the response or as may be required under law, including the Freedom of Information Act 2014, EU and Irish Government Procurement Procedures, or in response to questions, debates or other parliamentary procedures in or of the Oireachtas (the Irish Parliament).
Applicants are asked to consider if any of the information supplied by them in response to this request for tenders should not be disclosed because of its sensitivity. If this is the case, applicants should specify the information that is sensitive and the reasons for its sensitivity. Sligo County Council cannot guarantee that any information provided by applicants, either in response to this Qualification Questionnaire or in the course of any contract awarded as a result thereof, will not be released pursuant to Sligo County Council's obligations under law, including the Freedom of Information Act 2014, EU, and Irish Government Procurement Procedures. Sligo County Council accepts no liability whatsoever in respect of any information provided which is subsequently released or in respect of any consequential damage suffered as a result of such disclosure.

Each of the parties will undertake to use their reasonable endeavours to hold confidential any confidential information received from the other party, subject to SCC's obligations under law, including (if applicable) the provisions of the Freedom of Information Act 2014. The Applicant will agree that, should it wish any confidential information supplied by it to SCC not to be disclosed because of its commercial sensitivity, it will, when supplying such information, identify same and

specify the reasons for its sensitivity. SCC will consult with the Applicant about such sensitive information before making a decision regarding release of such information under the Freedom of Information Act 2014. However, SCC will give no undertaking or assurance that such information will not be released under the provisions of the Freedom of Information Act 2014 and the final decision on whether or not to release such information rests with SCC or as set out in the Freedom of Information Act 2014.

5.15. Data Protection Act

Candidates are required to comply with all directions of the Contracting Authority with regard to:

- local security arrangements deemed reasonably necessary by the Contracting Authority including, if required, completion of documentation under the Official Secrets Act, 1963 and comply with any vetting requirements of the Contracting Authority including by police authorities.
- "Data Protection Laws" meaning all applicable national and EU data protection laws, regulations and guidelines including but not limited to Regulation (EU) 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (the "General Data Protection Regulation"), and any guidelines and codes of practice issued by the Office of the Data Protection Commissioner or other supervisory authority for data protection in Ireland from time to time.

The Contracting Authority will be a Data Controller (where Data Controller has the meaning given under the Data Protection Laws) in respect of any Personal Data (where Personal Data has the meaning given under the Data Protection Laws) required to be provided by the Tenderer in response to this Qualification Questionnaire.

The Tenderer, as Data Controller in respect of any Personal Data provided by it in its Tender, is required to confirm that all Data Subjects (where Data Subject has the meaning given under the Data Protection Laws) whose Personal Data is provided by the Tenderer have consented to the processing of such Personal Data by the Tenderer, the Contracting Authority, the Evaluation Team and the supplier of the etenders.gov.ie website, for the purposes of the participation of the Tenderer in this Competition or that the Tenderer otherwise has a legal basis for providing such Personal Data to the Contracting Authority for the purposes of its participation in this competition.

Each of the parties shall ensure compliance with the Data Protection Acts and shall ensure to adopt privacy by design and per default as a default approach to ensure compliance with the (EU) General Data Protection Regulation. Service settings must be automatically privacy friendly and take account of privacy considerations from the outset. Tenderers shall hold confidential any and all data provided to them for any reason whatsoever.

The successful tenderer will be required to enter into a data processing agreement in accordance with Section 80 of the Data Protection Act 2018 / Article 28 of the GDPR with the Data Controller (the Council) in respect of all personal data processed as a result of this tender.

5.16. Tax Clearance Certificate

It will be a condition for award of the contract that the successful tenderer(s) can promptly produce a current tax clearance certificate. See Irish Revenue web site http://www.revenue.ie/

Applicants may submit a signed statement that the company and all proposed sub-contractors (if applicable), or consortium members (if applicable), are able to produce a valid tax clearance certificate in compliance with Circular (43) 2006 as amended or replaced and that the certificate will be maintained for the duration of the contract and will be on a 12-month basis.

OR

Applicants must submit a valid Tax Clearance Certificate as stated above.

5.17. Irish Legislation

Tenderers should be aware that national legislation applies in other matters such as but not limited to Employment, Working Hours, Official Secrets, Data Protection and Health and Safety as amended. Tenderers must have regard to statutory terms relating to minimum pay and to legally binding industrial or sectoral agreements in Sligo County Council tenders and in delivering contracts awarded to them.

5.18. Confidentiality of Evaluation

After the official opening of tenders, information relating to the examination, clarification, evaluation and comparison of tenders and recommendations concerning the award of contract will not be disclosed to tenderers or other persons not officially concerned with such process until the award of contract to the successful tenderer has been announced and in conformity with national law.

5.19. Clarification of Tenders

SCC may ask candidates for clarification of their tenders/questionnaires, including breakdowns of unit prices. No change in the price or substance of the tender shall be sought, offered or permitted. To assist in finalising the tender evaluation, selected tenderers may be invited to attend clarification meetings with SCC.

While not being obliged to seek clarifications from Applicants, Sligo County Council reserves the *right*, at its absolute discretion, to ask Applicants for clarification or elaboration of their Applications to assist in its evaluation of Applications.

However, it is emphasised that Sligo County Council will not be obliged to seek clarification where any of the essential pass requirements set out in the Qualification Questionnaire have not been met. Therefore, Applicants should pay particular attention to ensure that their applications contain all the required information.

5.20. Change in the Composition of a Tender

SCC reserves the right, but is not obliged, to disqualify any applicant that makes any change to its composition after submission of the questionnaire.

5.21. Interference

Any effort by the applicant to unduly influence SCC, relevant agency personnel or any other relevant persons or bodies in the process of examination, clarification, evaluation and

comparison of tenders and in decisions concerning the Award of Contract shall have their tender rejected. In accordance with Prevention of Corruption Act 1989 -1916 as amended by Section 38 of the Ethics in Public Office Act 1995 any money, gift or other consideration from a person holding or seeking to obtain a contract will be deemed to have been paid or given corruptly unless the contrary is proved.

5.22. Inducements to Purchase

SCC shall be entitled to terminate any contract and to recover from the service provider the amount of any loss resulting from such termination in the following circumstances:

(i) if the supplier has offered or given or agreed to give to any person any gift or consideration of any kind as an inducement or reward for doing or forbearing to do, or for having done or forborne to do, any action in relation to the obtaining or execution of this agreement or any other contract with SCC, or showing or forbearing to show favour or disfavour to any person in relation to this Agreement or any other contract with the client,

OR

(ii) if like acts have been done by any other person employed by the supplier or acting on its behalf (whether with or without the knowledge of the supplier).

5.23. Notification of Questionnaire Evaluations

Following questionnaire evaluation, all applicants will be informed formally of the outcome in accordance with EU procurement law requirements.

5.24. Award of Contract

In accordance with the procurement regulations, SCC will not award the contract for a period of at least 14 days (where notification is sent via electronic means) or 16 days (if notification is sent by other means) after notification of the outcome is sent to tenderers.

When appropriate, an award notice will be despatched to the Official Journal of the European Union announcing the results of the competition no later than 30 days after the award of the contract. It should be noted that it is standard practice for the Client to include the price of the winning tender or the range of prices of tenders received in the publication of the award notice as required under European procurement rules.

SCC reserves the right not to proceed with the competition at any stage or not to award a contract.

5.25. Possible TUPE Considerations

Participants are advised that in the event of significant transfer of undertakings, businesses or parts of businesses, the provisions of SI 131 of 2003 European Communities (Protection of Employees on Transfer of Undertakings – TUPE) Regulations 2003 may apply. The successful tenderer will therefore be required to indemnify the contracting authority fully in respect of any losses, damages, costs or expenses of any kind incurred arising from their compliance with the TUPE Regulations.

At tender stage, tenderers will be required to inform themselves by their own enquiries as to the potential applicability of the TUPE Regulations and to take this factor into account when preparing their tenders, which will be deemed to include all the potential costs likely to be incurred as a result of any ensuing obligations under TUPE.

5.26. Consortia and Prime/Subcontractors

Sligo County Council seeks to encourage participation on a fair and equal basis by Small and Medium Enterprises ("SMEs") in this Competition. SMEs that believe the scope of this Competition is beyond their technical or business capacity are encouraged, subject to this paragraph, to explore the possibilities of forming relationships with other SMEs or with larger enterprises. Through such relationships they can participate and contribute to the successful implementation of any Services Contracts that may result from this Competition and therefore increase their social and economic benefits.

Larger enterprises are also encouraged, subject to this paragraph, to consider the practical ways that SMEs can be included in their proposals to maximise the social and economic benefits of any Services Contracts that may result from this Competition.

Where a group of undertakings (in whatever form and regardless of the legal relationship between them) come together to submit a Tender in response to this SAQ Sligo County Council will deal with all matters relating to this Competition through the entity who will carry overall responsibility for the performance of the Services Contract only (the "Prime Contractor"), irrespective of whether or not tasks are to be performed by a subcontractor or other consortium member (the "Subcontractor"). The Tenderer must clearly and comprehensively set out the name, title, telephone number, postal address, facsimile number and email address of the nominated contact personnel of the Prime Contractor authorised to represent the Tenderer and to whom all communications shall be directed and accepted until this Competition has been completed or terminated. Correspondence from any other person (including from any Subcontractor) will NOT be accepted, acknowledged or responded to.

5.27. Governing Law

Applicants should note that the information contained in this document is not exhaustive and is without prejudice to applicable national and EU law, Governing Law. Any subsequent contract awarded under this Invitation for Tender and the Qualification and Invitation for Tender processes shall be governed by and construed in accordance with the laws of the Republic of Ireland and the Parties hereby agree that the courts of the Republic of Ireland have exclusive jurisdiction to hear and determine any disputes arising out of or in connection with same.

5.28. Changes in Law

As a condition of award, it shall be the sole responsibility of the tenderer (in the event of success in this competition) to fulfil the obligations under the Contract, notwithstanding any changes in circulars, laws, regulations, taxation, duties and other factors which might arise following the withdrawal of the United Kingdom from membership of the EU.

5.29. Right not to award

Sligo County Council reserves the right to accept or reject in whole or in part any or all applications received, and to source the requirement with more than one service provider.

The qualification questionnaire is issued in good faith; however, Sligo County Council at its sole discretion shall not be obliged to award a contract or proceed to further stages in the procurement process and reserves the right to cancel the procurement process.

5.30. Contracting Authority contractual rights

No contractual rights in relation to the Contracting Authority will exist unless and until a formal written contract has been executed by or on behalf of the Contracting Authority.

APPENDIX 1 – SECTION A – PASS/FAIL CRITERIA

ECONOMIC, FINANCIAL STANDING AND HEALTH AND SAFETY – PASS/FAIL

A1 Candidate Summary

A2 Financial Capacity

A3 Insurance

A4 Tax Compliance

A5 Self Declaration of Financial and Economic Capacity

A6 Article 57 Declaration

A7 Statutory Obligations Declaration

A8 Health & Safety Competence Irish and/or UK and/or EU equivalent

(A) Health and Safety Competence of Contractor

(B) Health and Safety Competence of PSCS

(C) Health and Safety Competence of Contractor as Designer

(D) Health and Safety Competence of Contractor as PSDP

APPENDIX 1 – SECTION B - WEIGHTED CRITERIA

PREVIOUS EXPERIENCE, CAPACITY AND QUALITY ASSURANCE - WEIGHTED

B1 PREVIOUS CONTRACTS & EXPERIENCE

B1.1 Geothermal collector design and installation

B1.2 Ground source heat pump, plant room and building systems integration

B1.3 Long-term operation and maintenance of commercial GSHP systems

B1.4 Measurement, verification and performance guarantee capability

B2 PROJECT MANAGEMENT AND QUALITY CONTROL

B3 ORGANISATIONAL CAPACITY

APPENDIX 1 - SUITABILITY ASSESSMENT QUESTIONNAIRE

Candidates must complete the following questionnaire and return via etenders as instructed.

The questionnaire is divided into two sections, A and B.

Sections A1 to A8 are Pass/Fail criteria and candidates must satisfy all these criteria to be considered for this tender.

Sections B1 to B3 are Weighted Criteria and minimum score must be achieved in each criterion or sub-criterion.

Candidates must clearly demonstrate the extent to which experience gained on previous projects of a similar scope and complexity to the works and services required for this project, provides the necessary expertise to successfully deliver both the facility and the service for this proposed project.

It is emphasised that the information requested in this questionnaire is aimed solely at determining the suitability and choice of candidates for entry to the competitive dialogue stage. Only at that subsequent stage will the selected candidates be invited to tender in response to the specific requirements of the DBOM contract and related procurement documents.

N.B. Without prejudice to the principle of equal treatment, SCC is not obliged to engage in a clarification process in respect of Questionnaires with missing or incomplete information. Therefore, candidates are advised to ensure that they return **FULLY COMPLETED** Questionnaires in order to avoid the risk of elimination from the competition

ECONOMIC, FINANCIAL STANDING AND HEALTH AND SAFETY ***Selection Criteria, Rules & Weightings applicable.***			
REF	**PASS/FAIL CRITERIA**	**PASS REQUIREMENT**	
A1	**Candidate Summary**	Candidates **must** answer this section. If the candidate is a grouping, then a separate Questionnaire must be completed for each group member.	
A2	**Financial Capacity**	Candidates must submit a statement confirming that your turnover exceeded € 500,000 in any of the last three financial years, or pro-rata if more recently established, and that you will provide evidence of turnover and other financial information promptly on request at any time prior to the award decision being made. NOTE #1: In the case of a grouping, this condition may be satisfied by the group members as a whole. NOTE #2: In the case of sole traders or partnerships this condition may be satisfied by a letter of confirmation from a senior partner. NOTE #3: In the case of firms more recently established evidence of pro-rata turnover will suffice.	**Note**: Candidates should note that if invited to participate in the competitive dialogue stage, candidates will be required to provide evidence to the satisfaction of SCC of that which has been self-declared within three (3) working days of request.
A3	**Insurance**	Candidates submit statement confirming that your company has the required level of insurances in place **OR** Must submit a statement confirming that should you be awarded the contract, you are willing and able to raise your insurance cover to these levels (in cases where the existing cover levels are lower) and that you will maintain these levels for the duration of the contract. (Self-Declaration at A5).	
A4	**Tax Compliance**	Candidates must submit a signed statement that the company and all proposed sub-Contractors (if applicable) are able to produce a valid Tax Clearance Certificate in compliance with Circular (43)	

		2006 (or as amended) and that the certificate will be maintained for the duration of the contract and will be on a 12 month basis. **OR** Must submit a valid Tax Clearance Certificate as stated above.	
A5	**Self Declaration of Financial and Economic Capacity**	Tax Clearance Turnover Insurances	
A6	**Article 57 Declaration**	Candidates must complete and sign the EU Declaration Form attached with this notice confirming if any of the situations listed in Article 57 of Public Sector Directive 2014/24/EU & Regulation 57 of S.I 284 of 2016 applies to the candidate. Candidates may be excluded from participation based on the responses made in the declaration.	
A7	**Statutory Obligations Declaration**	Candidates must complete and sign the Statutory Obligations Declaration Form attached with this notice. Tenderers may be excluded from participation based on the responses made in the declaration.	
A8	**Health & Safety Competence**	All Health and Safety criteria are Pass/Fail only. Candidates must provide evidence to demonstrate that it meets the minimum requirements set out for each of the following roles: (A) Health and Safety Competence of Contractor (B) Health and Safety Competence of Project Supervisor for the Construction Stage (PSCS) (C) Health and Safety Competence of Contractor as Designer (D) Health and Safety Competence of Contractor as Project Supervisor for the Design Process (PSDP)	

PREVIOUS EXPERIENCE, CAPACITY AND QUALITY ASSURANCE ***Scoring Methodology***				
REF	**WEIGHTED CRITERIA**	**RULE**	**MAX MARKS**	**MIN REQ**
B1	**PREVIOUS CONTRACTS & EXPERIENCE**	Candidates must clearly demonstrate the extent of experience gained on previous projects of a similar scope and complexity to the works and services required for this project. The required experience may have been gained by the Candidate, a consortium member, joint venture member, named subcontractor, or named specialist consultant, provided the role of each entity is clearly identified. Two (2) previous example projects should be provided as evidence. These should have been completed, substantially completed, or in long-term operation within the past five (5) years and should demonstrate the necessary expertise to successfully deliver a turnkey ground source heating/cooling/DHW geothermal system for a public, commercial, leisure, healthcare, education or comparable building. **Previous Contracts Experience Sub-Criterion (B1.1, B1.2, B1.3, B1.4)** **B1.1 Geothermal collector design and installation Max 2000 Min 1200** **B1.2 GSHP, plant room and building systems integration Max 2000 Min 1200** **B1.3 Long-term operation and maintenance of commercial GSHP Max 1000 Min 600** **B1.4 Measurement, verification and performance guarantee capability Max 1000 Min 600** For each example project, Candidates should state: • project name, client, location and year completed;	6000	3600

		• contract value and contract type; • system capacity in kW; • annual heating, cooling and/or DHW demand served, where known; • whether the project included closed-loop boreholes, open-loop groundwater systems, or another geothermal collector type; • the Candidate's role and the role of any consortium members or subcontractors; • whether the project included design, drilling, installation, heat pump plant, BMS integration, commissioning, maintenance and/or performance monitoring; • evidence of satisfactory completion, such as a client certificate, reference, completion certificate or equivalent. A single project may be used as evidence for more than one sub-criterion where relevant, provided the Candidate clearly explains which aspects of the project are being relied upon. This criterion is divided into four sub-sections: **B1.1 Geothermal collector design and installation** **2000 marks — minimum requirement 1200 marks** **Candidates must provide evidence of the design and installation of a closed-loop and/or open-loop geothermal vertical borehole collector as part of a ground source heating/cooling/DHW system greater than 70 kW in capacity.** **Evidence should include experience in some or all of the following:** • **design of geothermal borehole collectors;** • **borehole thermal modelling;** • **hydraulic modelling of geothermal collector circuits;** • **supervision of drilling works;**		

		• **drilling, casing and borehole completion;** • **installation of geothermal probes;** • **grouting of geothermal boreholes using suitable geothermal grout;** • **pressure testing and flow testing of probes;** • **surface pipework installation;** • **header pipework and manifold chamber installation;** • **borehole logs, as-built records and QA/QC documentation;** • **environmental management of drilling arisings, groundwater, grout and reinstatement.** **B1.2 Ground source heat pump, plant room and building systems integration** **2000 marks — minimum requirement 1200 marks** **Candidates must provide evidence of the selection and installation of ground source heat pumps and associated plant room components for a functioning heating, cooling and/or DHW geothermal system greater than 70 kW in capacity.** **Evidence should include experience in some or all of the following:** • **selection and sizing of commercial ground source heat pumps;** • **integration of heat pumps with heating, cooling, DHW and/or pool water heating systems;** • **plant room design and installation;** • **heat exchangers, pumps, buffer vessels, valves, controls and associated pipework;** • **integration with Heating, Ventilation and Air Conditioning (HVAC) systems;**		

		• **integration with Building Management Systems;** • **definition of electrical load requirements;** • **sequencing with retained or backup boilers;** • **commissioning and seasonal optimisation;** • **integration with associated building works required for plant room modification, collector connection or system integration.** ***Higher marks will be awarded where the Candidate demonstrates experience of delivering integrated geothermal systems rather than isolated heat pump supply or mechanical installation only.*** **B1.3 Long-term operation and maintenance of commercial GSHP systems** **1000 marks — minimum requirement 600 marks** **Candidates must provide evidence of the maintenance of a ground source heat pump system greater than 70 kW in size on a long-term basis.** **Evidence should include experience in some or all of the following:** • **planned preventative maintenance of commercial GSHP systems;** • **heat pump servicing, fault diagnosis and repair;** • **ground-loop pressure, flow and fluid quality monitoring;** • **maintenance of circulation pumps, heat exchangers, valves and controls;** • **BMS monitoring and controls optimisation;** • **response times and fault escalation procedures;** • **seasonal commissioning and optimisation over multiple heating/cooling seasons;**		

		• **performance reporting to the client;** • **management of specialist subcontractors and spares;** • **maintenance in live public, leisure, healthcare, education or comparable occupied buildings.** **B1.4 Measurement, verification and performance guarantee capability** **1000 marks — minimum requirement 600 marks** **Candidates must provide evidence of Measurement and Verification plan design and implementation experience to demonstrate that an installed geothermal system greater than 70 kW capacity performs to its designed efficiency and/or output. Evidence of projects delivered using performance guarantees, including DBOM or comparable performance-based contracts, is acceptable.** **Evidence should include experience in some or all of the following:** • **M&V plan design and implementation;** • **use recognised M&V approaches;** • **calculation and reporting of COP, SCOP, SPF or equivalent performance indicators;** • **monitoring of heat delivered, cooling delivered, DHW production, system availability and operating temperatures;** • **BMS or remote monitoring data capture;** • **performance reporting during defects, seasonal commissioning and operational phases;** • **development or implementation of performance guarantees;**		

		• **corrective action where measured performance differs from design assumptions.** **NOTE: Candidates must meet the minimum overall score of 3600 and the minimum requirement of each of the sub criterion (B1.1 (1200), B1.2 (1200), B1.3 (600), B1.4 (600))**		
B2	**PROJECT MANAGEMENT AND QUALITY CONTROL**	Candidates must provide a description of measures used for ensuring quality in previous projects, describing all the planning, preparation, checking, recording and other work actions that are necessary to achieve the standard of outcome required by the Employer.	2000	1200
B3	**ORGANISATIONAL CAPACITY**	Candidates must submit a statement showing details of organisational structure, current personnel resource levels, staff turnover level, skills base (including a breakdown of the key positions/skills). Educational and professional qualifications of all staff responsible for the service must be included. The applicant must demonstrate adequate organisational resources to deliver projects of a similar scope and complexity to the works and services required for this project.	2000	1200
TOTAL			**10,000**	**6,000**

NOTE 1: Applicants/tenderers may also satisfy the Financial and Economic Capacity Criteria by submitting a European Single Procurement Document (ESPD) completed in accordance with EU Regulation 2016/7.

NOTE 2: If an applicant/tenderer proposes to use or rely on the financial resources of entities or undertakings with which it is directly or indirectly linked then it must establish that it shall have available to them the financial resources of those entities or undertakings which are necessary for the performance of the contract.

NOTE 3: Tenderers should note that they must achieve a minimum rating of 60% for each of the individual qualitative criteria (B1) to (B3) in order to avoid elimination from the competition.

Qualitative criteria will be scored using the following baseline scoring system:
0 = No Response;
20% = Poor;
40% = Mediocre;
60% = Acceptable
70% = Good
80% = Very Good;
90% = Excellent
100% = Outstanding

Marks between the base lines outlined above can be awarded where responses so merit additional marks.

NOTE 4: Candidates should ensure in their responses that they provide detailed information in respect of all aspects of the SAQ criteria as stated above. This will enable Sligo County Council to assess fully the extent of their offers.

NOTE 5: Attendance at a clarification and verification meeting may be required in order to qualify candidates. It would be essential that the key personnel assigned to this contract should be available and present at this meeting.

NOTE 6: Candidates should note that Sligo County Council reserves the right to confirm that the financial and technical capacity of the tenderer is valid and unchanged prior to the award of any contract.

APPENDIX 1 – SECTION A – PASS/FAIL CRITERIA

A1. CANDIDATE SUMMARY **Weighting: Pass/Fail only** **Pass requirement**: Candidates must answer all of this section.	
Candidates must nominate a prime contractor which will act as SCC 's principal contact in respect of this process and any subsequent DBOM contract. In the case of a Candidate comprising a single member, the single member is the prime contractor. A prime contractor may be involved in one (1) response only.	
Company Name	
Contact Name & Position	
Address	
Telephone	
Email	
Date of establishment	
Legal Status, if any *(Company (Ltd.), Partnership, Sole Trader, etc.)*	
Please confirm if you are an SME (Small and Medium Enterprise) as defined in Commission Recommendation 2003/361/EC *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*	

<table>
<tr><td>250 persons and which have an annual turnover not exceeding EUR 50 million, and/or an annual balance sheet total not exceeding EUR 43 million.</td><td colspan="4"></td></tr>
<tr><td colspan="5">(ii) HEALTH & SAFETY SYSTEMS IN PLACE

Candidates <u>must</u> submit a statement that all required Health & Safety systems are in place in accordance with Irish legislation.</td></tr>
<tr><td colspan="5">(iii) Sub-contractors

Candidates are required to disclose the names and addresses of any subcontractors they propose (presently or in the future) to employ, stating the services to be provided by each. The client must be notified of any proposed changes to subcontractors and any changes will be subject to prior approval by the client. Sub-contractors who are participating as a sub-contractor on more than one application must inform the relevant prime contractors of that fact. Such prime contractors must disclose this fact to SCC on their application and must undertake not to share information regarding their application with its proposed sub-contractor(s).</td></tr>
<tr><td>Is the Candidate proposing to use any sub-consultants?

If Yes, please provide the following information:</td><td>Yes</td><td></td><td>No</td><td></td></tr>
<tr><td>If your answer is “Yes”, please provide the following</td><td colspan="2">Name & Address</td><td colspan="2">Service to be delivered</td></tr>
<tr><td>Sub-Consultant #1</td><td colspan="2"></td><td colspan="2"></td></tr>
<tr><td>Sub-Consultant #2</td><td colspan="2"></td><td colspan="2"></td></tr>
<tr><td>Sub-Consultant #3</td><td colspan="2"></td><td colspan="2"></td></tr>
</table>

Sub-Consultant #4		
Sub-Consultant #5		
Sub-Consultant #6		

A2 FINANCIAL CAPACITY

Weighting: Pass/Fail only

Pass requirement: Candidates must submit a statement confirming that your turnover exceeded € 500,000 in any of the last three financial years, or pro-rata if more recently established, and that you will provide evidence of turnover and other financial information promptly on request at any time prior to the award decision being made.

NOTE #1: In the case of a grouping, this condition may be satisfied by the grouping as a whole.

NOTE #2: In the case of sole traders or partnerships, this condition may be satisfied by a letter of confirmation from a senior partner.

NOTE #3: In the case of firms more recently established, evidence of pro-rata turnover will suffice.

Please provide details of turnover for your organisation in respect of any of the last three financial years or alternatively, if the date of establishment was more recent, information on turnover available on a pro-rata basis.

Please submit **independent evidence** to verify this information either by a statement from your auditor or by means of any other appropriate documentation.

OR

Alternatively, candidates may elect to submit a **self-declaration** of their financial capacity in the format provided in **A5 – Self Declaration**.

However, it is stressed that SCC will satisfy itself of the financial capacity of candidates before deciding on a tender list. Therefore, if a self-declaration is submitted, the relevant **independent evidence** must be submitted on request by SCC within 3 working days of request.

	2025	**2024**	**2023**
Turnover			
Evidence Attached – Yes/No			
Self-Declaration completed – Yes/No			

A3. INSURANCES

Weighting: Pass/Fail only

Pass requirement: Candidates must provide evidence of insurances in place and confirmation that if successful the required levels for the Contract can be secured

or

complete the **Self-Declaration at A5**.

Candidates are required to provide information on the levels of current insurances in place

Type	**Employers Liability**	**Public Liability**	**Professional Indemnity**
Name of Insurer			
Renewal Date			
Level in Place			
Current Excess			
Evidence Attached – Yes/No			
Self-Declaration completed – Yes/No			

Candidates are required to confirm that if successful they will put the following levels of insurance in place as a condition of award.

Insurance	**Required Level**	**Confirmation that insurance levels stated here will be put in place as a condition of contract award** **YES/NO**
Public Liability	€6,500,000	
Employers Liability	€13,000,000	
Professional Indemnity	€2,000,000	

A4. TAX CLEARANCE CERTIFICATE

Weighting: Pass/Fail only

Pass requirement: Candidates must provide evidence of a current valid tax clearance certificate

or

complete the **Self-Declaration at A5**. If the candidate is a grouping, then a separate tax clearance certificate must be provided for each group member.

Candidates must submit a signed statement that the company and all proposed sub-Contractors (if applicable) are able to produce a valid Tax Clearance Certificate in compliance with Circular (43) 2006 (or as amended) and that the certificate will be maintained for the duration of the contract and will be on a 12 month basis.

or

Must submit a valid Tax Clearance Certificate as stated above.

Is the candidate in possession of a current tax clearance certificate?	
Current tax clearance in place – Yes / No	
Evidence attached – Yes / No	
Self-Declaration completed – Yes / No	

A5. Self-Declaration of Financial and Economic Capacity

Tax Clearance	**Please confirm YES/NO**

(A) I confirm and declare having a current and valid Tax Clearance Certificate in place and that our tax affairs are in order.

SCC can verify your tax clearance status through Revenue's online facility at https://www.revenue.ie/en/online-services/index.aspx

To this end, please confirm:

Do you grant SCC permission to verify your tax clearance position online?	
Registration Number *(as shown in your Tax Clearance Certificate)* **or** Your Tax Clearance Access Number	
Certificate Number *(as shown in your Tax Clearance Certificate)* **or** Your Tax Reference Number	

OR

(B) I confirm that I have applied for a Tax Clearance Certificate which will be made available on request	

Turnover

(A) I confirm that we are financially viable and that we meet the turnover and profitability requirements stated.

	2025	2024	2023
Turnover			

OR

(B) I confirm that I will provide evidence of financial viability information promptly on request at any time prior to the award decision being made.	

Insurances

(C) I confirm that we have the following insurances in place (PLEASE COMPLETE)

Insurance Type	**Level in Place**	**Details of Any Excess**	**Expiry Date**
Employers Liability			
Public Liability			
Professional Indemnity			

OR

(D) I confirm that if successful, where the levels required for the contract are higher than those currently in our possession, I will be in a position to put the forms and levels of insurances required for the contract in place and I will maintain these levels for the duration of the contract.	
AND	
I confirm that I will provide the following promptly on request • evidence of insurances in place **or** • letter from Insurance Broker confirming that the required levels could be put in place if successful	

Declarations must be signed by a duly authorised officer.

I hereby declare that the above is an accurate and complete Declaration of Financial and Economic Capacity on the part of my organisation in relation to this tender competition. I undertake to inform SCC of any changes to this Declaration which may arise prior to the award of the contract

Signature: **Position:**	

A6. DECLARATION (as per Article 57 of Directive 2014/24/EU & Regulation 57 of S.I. 284 of 2016) **Weighting: Pass/Fail only** **Pass requirement:** THIS DECLARATION, DULY COMPLETED AND SIGNED, MUST BE SUBMITTED BY ALL CANDIDATES/TENDERERS			
Name of Candidate / Tenderer:			
Address:			
Country:			
Please tick Yes or No as appropriate to the following statements relating to the current status of your organisation.			
Article 57 The obligation to exclude an economic operator shall also apply where the person convicted by final judgment is a member of the administrative, management or supervisory body of that economic operator or has powers of representation, decision or control therein. Any tenderer shall be excluded from participation who has been convicted of an offence involving:		YES Please ✓	NO
a)	The Economic Operator, a Director or Partner has been convicted of being a member of a criminal organisation.		
b)	The Economic Operator, a Director or Partner has been found guilty of corruption.		
c)	The Economic Operator, a Director or Partner has been found guilty of fraud.		
d)	The Economic Operator, a Director or Partner has been found guilty of terrorist offences or offences linked to terrorist activities.		
e)	The Economic Operator, a Director or Partner has been found guilty of money laundering or terrorist financing.		
f)	The Economic Operator, a Director or Partner has been found guilty of child labour and other forms of trafficking in human beings.		
g)	The Economic Operator, a Director or Partner has been found to be in breach of his/her obligations relating to the payment of taxes or social security contributions.		

*Note; **point (g)** above will no longer apply when the economic operator has fulfilled its obligations by paying or entering into a binding arrangement with a view to paying the taxes or social security contributions due, including, where applicable, any interest accrued or fines.*			
Article 57 Any tenderer may be excluded from participation, where:			
a)	The contracting authority can demonstrate by any appropriate means a violation of obligations referred to in Article 18(2) i.e. Environmental, Social and Labour Laws.		
b)	The economic operator is bankrupt or is the subject of insolvency or winding-up proceedings, where its assets are being administered by a liquidator or by the court, where it is in an arrangement with creditors, where its business activities are suspended or it is in any analogous situation arising from a similar procedure under national laws and regulations.		
c)	The contracting authority can demonstrate by appropriate means that the economic operator is guilty of grave professional misconduct, which renders its integrity questionable.		
d)	The contracting authority has sufficiently plausible indications to conclude that the economic operator has entered into agreements with other economic operators aimed at distorting competition		
e)	A conflict of interest within the meaning of Article 24 cannot be effectively remedied by other less intrusive measures		
f)	A distortion of competition from the prior involvement of the economic operators in the preparation of the procurement procedure, as referred to in Article 41, cannot be remedied by other, less intrusive measures.		
g)	The economic operator has shown significant or persistent deficiencies in the performance of a substantive requirement under a prior public contract, a prior contract with a contracting entity or a prior concession contract which led to early termination of that prior contract, damages or other comparable sanctions.		
h)	The economic operator has been guilty of serious misrepresentation in supplying the information required for the verification of the absence of grounds for exclusion or the fulfilment of the selection criteria, has withheld such information or is not able to submit the supporting documents required pursuant to Article 59.		
i)	The economic operator has undertaken to unduly influence the decision-making process of the contracting authority, to obtain confidential information that may confer upon it undue advantages in the procurement procedure or to negligently provide misleading		

	information that may have a material influence on decisions concerning exclusion, selection or award.		

THIS FORM MUST BE COMPLETED AND SIGNED BY A DULY AUTHORISED OFFICER OF THE CANDIDATE'S/TENDERER'S ORGANISATION

I certify that the information provided above is accurate and complete to the best of my knowledge and belief.

I understand that the provision of inaccurate or misleading information in this declaration may lead to my organisation being excluded from participation in future tenders.

SIGNATURE:		DATE:	
NAME:		TEL:	
POSITION:			

A7. Declaration Re Statutory Obligations **Weighting: Pass/Fail only** **Pass requirement:** THIS DECLARATION, DULY COMPLETED AND SIGNED, MUST BE SUBMITTED BY ALL CANDIDATES/TENDERERS			
We confirm that we are fully compliant with the following legislation, or equivalent legislation in our country of establishment / operation:		YES	NO
	Employment Equality Acts 1998-2011		
	Equal Status Acts 2000-2011		
	National Minimum Wage Act 2000 as amended		
	Organisation of Working Time Act 1997 as amended		
	Safety, Health and Welfare at Work Act 2005 and Safety, Health and Welfare at Work (General Application) Regulations 2007		
	Disability Act 2005		
	We have procedures in place to ensure that our subcontractors, if any are used for this contract, apply the same standards.		
	And, we confirm that all Data Subjects whose Personal Data is provided in our submission have consented to the processing of such Personal Data by us, the Contracting Authority, the Evaluation Team, and the supplier of the etenders.gov.ie website, for the purposes of our participation in this Competition or that we otherwise have a legal basis for providing such Personal Data to the Contracting Authority for the purposes of our participation in this Competition and that we will provide evidence of such consent and/or legal basis to the Contracting Authority upon request		

This Declaration is made for the benefit of Sligo County Council

I certify that the information provided in this declaration is accurate and complete to the best of my knowledge and belief. I understand that the provision of inaccurate or misleading information in this Declaration will lead to my organisation being excluded from participation in this and future tenders and I am signing on behalf of:

Name of Economic Operator	
Authorised Signatory	

Name in print or block capitals	
Position	
NOTE: The term Economic Operator covers equally the concepts of Contractor, Supplier and Service Provider whether as Candidate, Tenderer or Participant under an award procedure in accordance with the relevant Public Procurement Directive.	

A8. Health and Safety Competence

Weighting: Pass/Fail only

Pass requirement: Candidates must provide evidence to demonstrate that they meet the minimum requirements for each of the following roles:

(A) Health and Safety Competence of Contractor

(B) Health and Safety Competence of Project Supervisor for the Construction Stage.

(C) Health and Safety Competence of Contractor as Designer

(D) Health and Safety Competence of Contractor as Project Supervisor for the Design Process (PSDP).

(A) Health and Safety Competence of Contractor

It is a statutory requirement that the competence and satisfactory allocation of resources of the contractor are established in compliance with the Safety Health and Welfare at Work (Construction) Regulations 2013.

Candidates must provide evidence of Health and Safety Training with dates obtained and experience (on similar projects) of the company's management staff.

The Minimum Standard is evidence of sufficient management staff with Health and Safety qualifications, training and experience, relevant to the works and services.

Name	Qualifications	Dates Obtained	Evidence Attached

(B) Health and Safety Competence of Project Supervisor for the Construction Stage

It is a statutory requirement that the competence of the person or persons to be appointed as Project Supervisor for the Construction Stage (PSCS) is established pursuant to section 6(1)(a) of the Safety, Health and Welfare at Work Construction Regulations 2013.

Candidates must provide evidence of Health and Safety Training and Qualifications (for example, degree, diploma, certificate, CPD) with dates obtained and experience (on similar projects) of the company's management staff specifically in relation to the PSCS service.

The Minimum Standard is adequate knowledge, training and resources to carry out the duties of Contractor in compliance with Safety, Health and Welfare at Work Construction Regulations 2013 and Safety, Health and Welfare at Work Act 2005.

Please provide 2 examples of PSCS appointments carried out over the past 5 years.

Project	**Value**

(C) Health and Safety Competence of Contractor as Designer

It is a statutory requirement that the competence of the person or persons to be appointed is established pursuant to section 6(1) (a) of the Safety, Health and Welfare at Work Construction Regulations 2013 and Section 17(2) of the Safety, Health & Welfare at Work Act 2005.

Candidates must provide evidence of third party certification of their Safety Management System. (e.g. OHSAS 18001 or equivalent), or evidence of educational qualifications, professional qualifications (with dates obtained) and experience as a designer for a project of similar size and complexity.

The Minimum Standard is evidence of current third party certification or evidence of sufficient personnel for the project with appropriate professional qualifications and experience relevant to the works.

Certification Body	**Certification obtained**

(D) Health and Safety Competence of Contractor as Project Supervisor for the Design Process (PSDP)

It is a statutory requirement that the competence of the person or persons to be appointed as Project Supervisor for the Design Process (PSDP) is established pursuant to section 6(1) (a) of the Safety, Health and Welfare at Work Construction Regulations 2013

Candidates must provide evidence of third party certification of their Safety Management System. (e.g. OHSAS 18001 or equivalent), or evidence of educational qualifications, professional qualifications (with dates obtained) and experience acting as PSDP as appropriate of the organisation's managerial personnel, as designers for a project of similar size and complexity.

The Minimum Standard is evidence of current third party certification or evidence of sufficient Managerial staff with Health and Safety qualifications training and experience relevant to the works.

Please provide 2 examples of PSDP appointments carried out over the past 5 years.

Project	**Value**

APPENDIX 1, SECTION–B - WEIGHTED CRITERIA

NOTE: Candidates must meet the minimum overall score and the minimum requirement of each of the sub criteria as set out in B1.1, B1.2, B1.3, B1.4, B2, and B3 below.

B1 PREVIOUS CONTRACTS & EXPERIENCE (6000 Marks)

Note: Candidates must obtain both:

(1) the overall minimum score of 3600 for B1 and

(2) The minimum scores for each of B1.1, B1.2, B1.3, B1.4,

B1 Previous Project Experience – Geothermal Design, Build, Operate and Maintain Capability

Candidates must clearly demonstrate the extent of experience gained on previous projects of a similar scope and complexity to the works and services required for this project. The required experience may have been gained by the Candidate, a consortium member, joint venture member, named subcontractor, or named specialist consultant, provided the role of each entity is clearly identified.

Two (2) previous example projects should be provided as evidence. These should have been completed, substantially completed, or in long-term operation within the past five (5) years and should demonstrate the necessary expertise to successfully deliver a turnkey ground source heating/cooling/DHW geothermal system for a public, commercial, leisure, healthcare, education or comparable building.

For each example project, Candidates should state:

- project name, client, location and year completed;
- contract value and contract type;
- system capacity in kW;
- annual heating, cooling and/or DHW demand served, where known;
- whether the project included closed-loop boreholes, open-loop groundwater systems, or another geothermal collector type;
- the Candidate's role and the role of any consortium members or subcontractors;
- whether the project included design, drilling, installation, heat pump plant, BMS integration, commissioning, maintenance and/or performance monitoring;
- evidence of satisfactory completion, such as a client certificate, reference, completion certificate or equivalent.

A single project may be used as evidence for more than one sub-criterion where relevant, provided the Candidate clearly explains which aspects of the project are being relied upon.

This criterion is divided into four sub-sections:

B1.1 Geothermal collector design and installation

2000 marks — minimum requirement 1200 marks

Candidates must provide evidence of the design and installation of a closed-loop and/or open-loop geothermal vertical borehole collector as part of a ground source heating/cooling/DHW system greater than 70 kW in capacity.

Evidence should include experience in some or all of the following:

- design of geothermal borehole collectors;
- borehole thermal modelling;
- hydraulic modelling of geothermal collector circuits;
- supervision of drilling works;
- drilling, casing and borehole completion;
- installation of geothermal probes;
- grouting of geothermal boreholes using suitable geothermal grout;
- pressure testing and flow testing of probes;
- surface pipework installation;
- header pipework and manifold chamber installation;
- borehole logs, as-built records and QA/QC documentation;
- environmental management of drilling arisings, groundwater, grout and reinstatement.

Higher marks will be awarded where the evidence demonstrates direct experience of vertical borehole geothermal collectors serving commercial-scale heat pump systems in live or constrained sites.

B1.2 Ground source heat pump, plant room and building systems integration

2000 marks — minimum requirement 1200 marks

Candidates must provide evidence of the selection, design and installation of ground source heat pumps and associated plant room components for a functioning heating, cooling and/or DHW geothermal system greater than 70 kW in capacity.

Evidence should include experience in some or all of the following:

- selection and sizing of commercial ground source heat pumps;
- integration of heat pumps with heating, cooling, DHW and/or pool water heating systems;
- plant room design and installation;
- heat exchangers, pumps, buffer vessels, valves, controls and associated pipework;
- integration with Heating, Ventilation and Air Conditioning systems;
- integration with Building Management Systems;
- electrical design and coordination of increased electrical load requirements;

- sequencing with retained or backup boilers;
- commissioning and seasonal optimisation;
- associated building works required for plant room modification, collector connection or system integration.

Higher marks will be awarded where the Candidate demonstrates experience of delivering integrated geothermal systems rather than isolated heat pump supply or mechanical installation only.

B1.3 Long-term operation and maintenance of commercial GSHP systems

1000 marks — minimum requirement 600 marks

Candidates must provide evidence of the maintenance of a ground source heat pump system greater than 70 kW in size on a long-term basis.

Evidence should include experience in some or all of the following:

- planned preventative maintenance of commercial GSHP systems;
- heat pump servicing, fault diagnosis and repair;
- ground-loop pressure, flow and fluid quality monitoring;
- maintenance of circulation pumps, heat exchangers, valves and controls;
- BMS monitoring and controls optimisation;
- response times and fault escalation procedures;
- seasonal commissioning and optimisation over multiple heating/cooling seasons;
- performance reporting to the client;
- management of specialist subcontractors and spares;
- maintenance in live public, leisure, healthcare, education or comparable occupied buildings.

Higher marks will be awarded where the evidence demonstrates long-term responsibility for system performance, not only reactive maintenance.

B1.4 Measurement, verification and performance guarantee capability

1000 marks — minimum requirement 600 marks

Candidates must provide evidence of Measurement and Verification plan design and implementation to demonstrate that an installed geothermal system greater than 70 kW capacity performs to its designed efficiency and/or output. Evidence of projects delivered using performance guarantees, including DBOM or comparable performance-based contracts, is acceptable.

Evidence should include experience in some or all of the following:

- M&V plan design and implementation;

- use of IPMVP principles or equivalent recognised M&V approaches;
- thermal metering of heat and/or cooling output;
- electrical sub-metering of heat pump and auxiliary plant;
- calculation and reporting of COP, SCOP, SPF or equivalent performance indicators;
- monitoring of heat delivered, cooling delivered, DHW production, system availability and operating temperatures;
- BMS or remote monitoring data capture;
- performance reporting during defects, seasonal commissioning and operational phases;
- development or implementation of performance guarantees;
- corrective action where measured performance differs from design assumptions.

For this project, performance evidence should be relevant to geothermal system output, efficiency, availability and data quality. General energy savings guarantees will be considered less relevant unless they clearly include commercial-scale heat pump or geothermal system performance.

Candidates must clearly demonstrate the extent to which experience gained on previous projects of a similar scope and complexity to the works and services required for this project, completed over the past five (5) years provides the necessary expertise to successfully complete the proposed project by providing as evidence two (2) previous example projects in each sub criteria.

Candidates must submit details of previous project experience completing sections B1.1 to B1.4 below and by using **Appendix 2 *'Certificates of Satisfactory Execution'***. Each section must be accompanied by two (2) project titles and two corresponding certificates or references detailing the experience gained.

Please note that a project may be presented as evidence for more than one (1) of the four (4) sub criteria.

The contracts listed should be chosen to demonstrate the candidate's skills, efficiency, experience and reliability.

All fields must be completed in full. In the event that the information requested on the value of contracts or identity of clients is considered confidential, candidates must ensure that they provide sufficient information to allow SCC to judge the similarity of these contracts to the services required.

If more than two (2) projects are provided (for each sub-criterion), only the first two (2) will be assessed; projects outside the five-year period will not be assessed.

B1.1	**Evidence of Design and installation of closed-loop and/or open-loop geothermal vertical borehole collector as part of a ground source heating/cooling/DHW system greater than 70 kW in capacity, including design of boreholes, thermal and hydraulic modelling, supervision of drilling, installation and grouting of geothermal probes, surface pipework, headers and manifold chamber.** **Weighting:** 2000 marks **Minimum requirement to remain eligible in the competition** (1200 marks)**:** Candidates must demonstrate their ability to design and install vertical geothermal collector projects greater than 70 kW and should address borehole/groundwater design, drilling supervision, TRT or equivalent validation where relevant, probe installation, grouting, pressure/flow testing, header pipework, manifold chambers, environmental controls and as-built records.	
	Title of Project (must match attached certificate)	**Attached certificate No:** (Appendix 2)
1		
2		

B1.2	**Selection, design and installation of ground source heat pump and associated plant room components, including integration with HVAC, BMS, pool/DHW heating systems and associated building works for a functioning heating/cooling/DHW geothermal system greater than 70 kW in capacity.** **Weighting:** 2000 marks **Minimum requirement to remain eligible in the competition** (1200 marks)**:** Candidates must demonstrate experience in water-to-water or ground source heat pump selection and design; LPHW, DHW and, where relevant, plant room redesign; pumps, buffers, heat exchangers, valves and controls; BMS integration; electrical load/MIC definition; commissioning; backup/auxiliary heat integration where required.	
	Title of Project (must match attached certificate)	**Attached certificate No:** (Appendix 2)
1		
2		

B1.3	**Operation and Maintenance of a ground source heat pump system greater than 70 kW in size on a long-term basis.** **Weighting:** 1000 marks **Minimum requirement to remain eligible in the competition** (600 marks)**:** Candidates must demonstrate long-term planned and reactive maintenance of commercial GSHP systems, including heat pump servicing, ground-loop monitoring, pressure and fluid quality management, BMS/controls maintenance, metering maintenance, optimisation over multiple seasons, spares/subcontractor management and operation.	
	Title of Project (must match attached certificate)	**Attached certificate No:** (Appendix 2)
1		
2		

B1.4	**Evidence of Measurement and Verification (M&V) plan design and implementation to demonstrate that an installed geothermal system greater than 70 kW capacity performs to designed efficiency and/or delivery of projects using energy performance guarantees, including DBOM contracts.** **Weighting:** 1000 marks **Minimum requirement to remain eligible in the competition** (600 marks)**:** Candidates must demonstrate M&V plan design and implementation, heat output, cooling output, electricity input and SPF/SCOP calculation; BMS/remote monitoring; performance reporting; guarantees linked to availability, efficiency, heat/cooling delivery, operating temperatures or energy performance; and corrective action where measured performance differs from design.	
	Title of Project (must match attached certificate)	**Attached certificate No:** (Appendix 2)
1		
2		

B2 ORGANISATIONAL CAPACITY

Weighting: 2000 marks

Minimum requirement to remain eligible in the competition (1200 Marks): Candidates must submit a statement showing details of organisational structure, current personnel resource levels, staff turnover level, skills base (including a breakdown of the key positions/skills)

The applicant must demonstrate adequate access to: geothermal designer / geologist; driller/drilling supervisor; GSHP/mechanical design engineer; GSHP installer / project manager

Candidates may rely on consortium members or named subcontractors, provided the role, commitment and availability of each entity is clearly identified. Unnamed supply chain reliance will not be sufficient for critical geothermal, drilling, heat pump, M&V or O&M functions.

Educational and professional qualifications of all staff responsible for the service must be included. The applicant must demonstrate adequate organisational resources to fulfil the DBOM requirements.

NOTE: The minimum requirement will be 1 Managerial Staff, 1 Administrative Staff and 3 Technical Staff.

Note 1: the purpose of this section is to identify whether the candidate organisation has at its disposal the appropriate number of suitably qualified human resources. Candidates are reminded that they may rely on the resources of other entities on condition that they are fully described and can prove that they will have these resources at their disposal when required.

Note 2: it is emphasised that, at this stage, candidates are not being asked to propose the *specific* personnel for the delivery of the contract. This information will be requested only at tender stage when tenderers can make an informed decision based on the detailed specification provided and the availability of the tenderer's appropriate personnel.

Total Number of Staff (FTEs)	**2024**	**2025**	**2026**
Permanent			
Temporary			

Skills	**STAFF TURNOVER LEVELS (2024-2026)**	**Number FTEs In-house**	**Number FTEs Third Party**	**Overview of typical qualifications of personnel**
Management				
Administration				
Technical				

Please provide an Organization Chart	Confirm attached Yes / No			

B3 PROJECT MANAGEMENT AND QUALITY CONTROL

Weighting: 2000 marks

Minimum requirement to remain eligible in the competition (1200 Marks): Candidates must provide a description (maximum 1500 words) of the project management and quality assurance measures and systems used for ensuring quality during the design and installation phases of previous projects.

Candidates must provide a description of measures used for ensuring quality in previous projects, describing all the planning, preparation, checking, recording and other work actions that are necessary to achieve the standard of outcome required by the Employer.

This must include details of subcontractor management processes. Candidates must also provide evidence of project management and quality control measures and systems put in place for the maintenance of installed measures over a longer term basis (i.e. over the lifetime of a typical DBOM contract, for example 6 to 10 years)

Max 1500 words

If 3rd party accredited please provide details of:

Date of accreditation	
Name of accreditation body	
Scope of accreditation	
Name of person responsible for quality management	
Certificate attached	

APPENDIX 2: CERTIFICATE OF SATISFACTORY EXECUTION

Title of Project (must match attached certificate)	**Certificate No:**
(insert title of project and number of certificate as listed in section B1)	(insert certificate number)

ACTIVITY *(Title of Applicant Activity)*	*Applicant entry: describe works*		
SITE *(Title & brief description)*	*Applicant Entry*		
Site location:	Applicant Entry		
Proportion of Project undertaken by Applicant:	Applicant Entry	Tender entity (*Sole trader/ Joint Venture)*:	Applicant Entry
VALUE Contract value at award stage (including cost of services where applicable):	Applicant Entry	Contract value at completion (including cost of services where applicable:	Applicant Entry
DATES Start Date:	Applicant Entry	Date of Substantial Completion of the Works:	Applicant Entry
Date of issue of Defects Cert for Works contract:	Applicant Entry	Handover Date:	Applicant Entry
GENERAL INFO Role of Company in delivery of Project:			
Name & address of Contracting Authority responsible for the project:	Applicant Entry		

Contracting Authority contact name:	Applicant Entry	Phone no.:	Applicant Entry
OTHER INFORMATION Other information required is listed below (where applicable)			
Capacity of Heat pump (kW-thermal)?	Applicant Entry / NA		
Duration of performance contract?	Applicant Entry / NA		
Guaranteed savings (%)?	Applicant Entry / NA		
Savings achieved (%)?	Applicant Entry / NA		
M&V protocol used?	Applicant Entry / NA		
Other relevant info?	Applicant Entry / NA		
APPLICANT NAME:		**DATE:**	