REQUEST FOR TENDER (RFT)

FOR THE PROVISION

OF

EVENING CATERING SERVICES

IN

UNIVERSITY HOSPITAL WATERFORD

HSE 28510

N.B. If you have any queries or problems completing the document please raise a query via the messaging facility on www.etenders.gov.ie as soon as possible.

Tender Title	Evening Catering Services for University Hospital Waterford (UHW)
HSE Ref	HSE 28510
Introduction:	The purpose of this tender is to put in place a contract to provide catering services for University Hospital Waterford, Dunmore Road, Waterford, Co. Waterford, X91 ER8E. The HSE invites tenders for the provision of Evening Catering Services at University Hospital Waterford, operating under the governance of HSE Dublin & South East Regional Health Area (RHA). The service will provide continuity of patient meal services following the cessation of daytime HSE catering staff duties at 16:00 hours, with contractor staff replacing HSE staff for the evening period.
Description of Requirements	UHW is a Model 4 acute hospital within the Dublin & South East RHA, providing a full range of acute, regional, and tertiary services, including emergency, surgery, oncology, paediatrics, maternity, and critical care. The hospital has approximately 500+ inpatient beds and operates on a 24-hour, 7-day basis, with significant clinical activity occurring outside standard daytime hours. As a designated teaching hospital and regional centre, UHW must ensure that support services, including catering, are capable of meeting complex and fluctuating demand while maintaining compliance with national clinical, food safety, and quality standards. Catering arrangements are planned, delivered and managed internally by HSE staff up to 16:00. UHW requires an external catering services provider to supply suitably trained and experienced catering staff to support the delivery of evening catering services between 16:00 and 21:00, Monday to Sunday (including public holidays). The Service will include (but not limited to): • Collection of food trolley from the plating belt[1] and transporting it to the ward pantry; • Regeneration of food; • Setting up patient trays; • HACCP checks & recording; • Serving patient meals; • Collection of patient trays; • Scraping & stacking of dirty crockery & cutlery into the trolley; • Returning trolley to main wash-up;

[1] Breakfast trays are set up with crockery, cutlery, serviette, sugar/sweeteners, butter/flora, milk jug & put into ward trollies & ready for collection by catering staff the following morning. They also set up a trolley with cartons of milk for following morning. Any other special requests based on service needs.

	• Cleaning & sanitation of ward pantries; • Evening snack / tea service.
Procurement Procedure	The HSE will conduct this competitive tender process using Open Procedure in accordance with national and EU public procurement regulations.
Contract Term	The contract will run for 24 months (the "**Term**"). The HSE reserves the right, at its discretion, to extend the Term for a period or periods of up to 12 months with a maximum of two such extensions on the same terms and conditions, subject to the HSE obligations at law.
Tender Document Pack	The Tender Document pack for this tender consists of the following documents: • Request for Tender (RFT); • Tender Response Document (TRD); • TRD Pricing Sheet. • TUPE Document Tenderers should note that the HSE Standard Terms for Supplies & Services V8.4 and the HSE Tender Competition Rules V14 both apply to this process. Tenderers can request copies of these documents from the HSE via the electronic messaging system on www.etenders.gov.ie within the "Messaging Service". Tenderers are required to submit their proposals by completing and returning the TRD and the TRD Pricing Sheet.
CPV Code	55520000 – Catering services 55521200 – Meal delivery service
Completed Tenders	1. Tenderers must submit completed tender proposals via the eTenders portal "Create your tender online" option on the eTenders portal only on www.etenders.gov.ie 2. The HSE will not be able to accept responses via the "Messaging Service", i.e. as an attachment to a message. Only responses submitted via the "Create your tender online" option will be accepted for evaluation. 3. As the HSE has no access or view from the supplier's perspective on the eTenders portal, the HSE's advice would be to contact eTenders directly on 0818 0014 59, for any assistance required in uploading tender responses onto the eTenders portal. 4. Uploading of tender responses is time locked. Receipt of submissions is not possible after the official closing deadline. 5. The onus is on the Tenderer to allow ample time to ensure the tender response is uploaded and successfully submitted prior to the closing date and time specified in this document. 6. Responses will not be accepted beyond the specified deadline. Avoid last minute problems by rehearsing the tender submission process well in advance of deadline.

	7. Tender responses will not be accepted in hard copy or by electronic means other than via www.etenders.gov.ie . 8. The following document formats are acceptable: Microsoft Word 2010, Microsoft Excel 2010 and earlier; PDF (all versions). Please note that no document uploaded should exceed 10mb in size and the file path name should be limited to 40 number of characters including spaces.
Closing Date	Friday 18th December 2026 @ 3pm
Queries Deadline	Friday 11th December 2026 @ 3pm All queries and requests for clarifications must be made via the electronic messaging system on www.etenders.gov.ie Please note responses to queries will be automatically sent to the specific email address registered by the Tenderer on www.etenders.gov.ie. The electronic messaging alerts will contain unique links to a Tenderer's message archive on the site where they can be accessed and viewed.

Note:

- It is imperative that all questions in the Tender Response Documents are completed in the format provided as the Tender Response Document will be used as the basis for evaluation and award.
- For general information on HSE refer to www.hse.ie
- Defined terms used in this Request for Tender include defined terms contained in the Tender Competition Rules V14 available at www.hse.ie. This Request for Tender should be read in conjunction with the Tender Competition Rules V14.
- As a guidance document, this document is not intended to be definitive and if there is any issue that requires clarification, this should be raised via the electronic messaging system on www.etenders.gov.ie

SECTION 1: GENERAL INFORMATION

1.1 The purpose of this RET is to provide Tenderers with the information that they need to decide whether to submit a tender.

1.2 All reasonable care was taken to ensure that the information set out in this RFT is true and accurate in all material respects as at the time of publication. However, no warranty or representation is given as to the accuracy or completeness of this information. The HSE does not accept any liability or responsibility for the accuracy, adequacy or completeness of the information set out herein.

1.3 The HSE will not be liable or responsible for any opinion, statement, or conclusion contained in, or any omission from this RFT or for any other written or oral communication made available during the course of this process. No representation or warranty is made in respect of such statements, opinions or conclusions.

1.4 The HSE reserves the right to amend this RFT and any information contained herein. Any such changes shall be notified via the e-Tenders post-box at www.etenders.gov.ie.

1.5 None of the information set out herein will constitute a Contract Agreement, or part of a Contract Agreement, or an offer to enter into a Contract Agreement, between the HSE and any Tenderer. Nothing in this RFT is, nor shall be relied upon as, a promise or representation as to the HSE's ultimate decision in relation to the award of any Contract Agreement(s) pursuant to this RFT.

1.6 The HSE reserves the right to take such steps as it considers appropriate, including but not limited to: changing the timetable relating to this process; rejecting any, or all, of the tenders received; abandoning this process (or any part of it) at any time.

1.7 No legal relationship or other obligation shall arise between any Tenderer and the HSE unless and until a Contract Agreement has been executed between said Tenderer and the HSE following the tender process.

1.8 The tendered prices shall remain valid for 6 months and shall be effective from the closing date for receipt of tenders under this tender process.

1.9 The tendered price of the successful Tenderer shall remain fixed for the Term unless otherwise agreed by the HSE.

1.10 The HSE reserves the right to review the suitability of the successful Tenderer at any point up to the award of contract to ensure that there has been no material change to the standing of the successful Tenderer from that provided at the time of the submission of tenders, or any time in the interim.

1.11 Tenderers are advised that the HSE is subject to the Freedom of Information (FOI) Acts, 2014.
If a Tenderer considers that any of the information supplied in their tender response is either commercially sensitive or confidential in nature, this should be highlighted and the reasons for its sensitivity specified. In such cases the relevant material will, in response to a request under the FOI Act, be examined in the light of the exceptions provided for in the Act.

1.12 Any conflict of interest or potential conflict of interest on the part of a Tenderer or any other entity associated with a Tenderer's tender, must be fully disclosed to the HSE as soon as the conflict or potential conflict becomes

apparent. In the event of any conflict or potential conflict of interest, the HSE may invite Tenderers to propose means by which the conflict might be removed. The HSE will, in its absolute discretion, decide on the appropriate course of action.

1.13 The laws of the Republic of Ireland are applicable to this process. The courts of the Republic of Ireland shall have exclusive jurisdiction in relation to any disputes arising from this process.

1.14 If there is any part of this RFT that is unclear or where the Tenderer feels that it puts them at an unfair disadvantage, the Tenderer should immediately contact the HSE via the electronic messaging system on www.etenders.gov.ie.

1.15 Tenderers may be asked to make a presentation of their proposals, attend a clarification meeting with the HSE or host a site visit by the HSE as part of the assessment of tenders. In such cases, all the Tenderers costs and expenses shall be borne by the Tenderer.

1.16 The HSE shall not be responsible for any payment in connection with any expenses which may be incurred by the Tenderer(s) in the preparation and submission of their tender. Any costs associated with the submission of a tender in response to this RFT are the sole responsibility of the Tenderer submitting the tender and will not be reimbursable.

1.17 In no circumstances shall the HSE, its servants and/or agents incur any liability or responsibility arising out of or in respect of the issue of this RFT.

1.18 No enforceable commitment of any kind, contractual or otherwise will exist unless and until a formal written contract has been executed by the HSE and the successful Tenderer.

1.19 The HSE may cancel a tender process at any time prior to a contract being executed arising from such tender process. Any notification of preferred bidder status by the HSE shall not give rise to any enforceable rights by the any Tenderer.

1.20 Tenderers must provide sufficient information in their tender to demonstrate their capabilities under each of the questions in the TRD. Tenderers must complete all questions in the TRD in full as these responses will be used as part of the evaluation process. Information provided elsewhere (e.g. addendums, etc.), should be clearly cross referenced to the question to which they relate. Information which is not clearly cross-referenced, or which is provided in response to other questions in the TRD, will not be taken into consideration in the evaluation of the response to the relevant question.

1.21 Tenderers should note that, in order to meet any of the Minimum Eligibility Criteria set out in the tender, a Tenderer may rely on the capacities of other entities, regardless of the legal nature of the links which it has with them. In the event that a Tenderer wishes to rely on the capacities of another entity, it must in that case prove to the HSE that it will have at its disposal the resources necessary, for example, by producing an undertaking by those entities to that effect.

1.22 Tender responses may be submitted by a consortium or joint venture, provided that the submission clearly states which Tenderers are proposed to be members of the consortium, which are to be sub-contractors and that all participants of the consortia or joint venture are jointly and severally liable for the fulfilment of the terms of the contract.

1.23 The HSE reserves the right to seek additional clarifications from Tenderers in connection with its assessment of their submissions, but will not be held liable for any costs incurred in this regard by Tenderers.

1.24 For general information on HSE refer to www.hse.ie

SECTION 2: BACKGROUND

University Hospital Waterford is a Model 4 acute hospital within the Dublin & South East RHA, providing a full range of acute, regional, and tertiary services, including emergency, surgery, oncology, paediatrics, maternity, and critical care.

HSE staff provide for catering service until 16:00 each day. UHW requires an external catering services provider to supply suitably trained and experienced catering staff to support the delivery of evening catering services between 16:00 and 21:00, Monday to Sunday (including public holidays).

This requirement is to ensure safe, consistent, and patient-centred catering provision following the cessation of daytime HSE catering staff duties.

Refer to Appendix 1 Ward Details

SECTION 3: MANDATORY SERVICE REQUIREMENTS

The Service Provider shall be responsible for providing the Service in accordance with the following **Mandatory Requirements.**

3.1 General

3.1.1 UHW require an evening catering service **7 days per week**, including weekends and public holidays.

3.1.2 The Service will operate from **16:00 to 21:00 daily**.

3.2 Staffing Requirements

3.2.1 The Service Provider must supply a sufficient number of suitable qualified and experienced catering assistants to meet service demands.

3.2.2 The Service Provider must have sufficient staff available to cover planned and unplanned absences along with any increase in demand during peak periods or additional service requirements.

3.2.3 All staff provided to UHW must be:

3.2.3.1 Medically fit for food handling duties;

3.2.3.2 Trained and experienced in healthcare or institutional catering;

3.2.3.3 Fully compliant with Personal Hygiene Standards & HACCP requirements, please note evidence of HACCP training for each staff member will be required prior to commencement of work under the contract.

3.2.3.4 Garda vetted and compliant be any HSE requirements;

3.2.3.5 Properly inducted before commencing work at UHW.

3.2.3.6 Staff to be available to attend training provided by Multi-Disciplinary Teams at UHW if requested to do so.

3.2.4 All staff must:

3.2.4.1 Complete any mandatory HSELanD training courses;

3.2.4.2 Use equipment as it is intended;

3.2.4.3 Report any breakages or defective equipment;

3.2.4.4 Report any accidents or near misses;

3.2.4.5 Follow all national & local Health and Safety guidelines;

3.2.4.6 Follow local waste management procedures;

3.2.4.7 Follow sustainability procedures & initiatives as they are introduced.

3.2.5 The Service Provider must supply a **minimum of 2 supervisors** for each shift.

3.2.6 The supervisor shall be responsible for:

3.2.7 Receiving the handover from the HSE catering officer at the start of the shift;

3.2.8 Ensuring all staff are on duty for their shift;

3.2.9 Ensuring all staff are correctly presented in their uniform;
3.2.10 Conducting food temperature checks;
3.2.11 Recording of HACCP documentation;
3.2.12 Providing adequate supervision on the plating belt and on the wards;
3.2.13 Be familiar with and ensure compliance with the N & H Policy and UHW Food Safety Manual.
3.2.14 Ensuring all required standards & new initiatives are carried out in compliance with the N & H Policy.
3.2.15 Be responsible for the security of stock
3.2.16 Provide weekly updates via progress reports,
3.2.17 Addend operational meetings when required.

3.2.18 The catering assistants will be responsible for:

3.2.19 Collecting food trolley from the trolley bay and being it to the ward pantry;
3.2.20 Conducting temperature checks on food, fridge/freezer and milk dispenser;
3.2.21 Food regeneration;
3.2.22 Check the Diet Sheet of the patients on the ward;
3.2.23 Setting up patient trays and serving meals ensuring bed table is positioned within easy reach of the patient.
3.2.24 A call-back service provided for patients that request an alternative meal or for patients who miss their meal due to procedures, scans, etc.
3.2.25 Collecting of trays;
3.2.26 Cleaning of ward pantry, food trolleys, etc.;
3.2.27 Return of food trolley to catering department;
3.2.28 Washing up;
3.2.29 Plating Belt is completed for breakfast service the following morning.
3.2.30 Catering Assistants return to the wards to provide the evening snack round in line with the N&H standards.
3.2.31 Return food to the correct storage & leave pantry in a clean & hygienic condition.

3.3 Contract Manager

3.3.1 The Service Provider shall appoint a Contract Manager for the duration of the Contract.
3.3.2 The Contract Manager shall be the liaison between the Service Provider and UHW.

3.4 Compliance and Quality Control

3.4.1 The Service Provider must ensure strict adherence to food safety management systems (e.g. HACCP), all relevant health authority regulations, any special diet requirements and the Nutritional & Hydration policy guidelines.
3.4.2 The Service Provider must follow correct procedures for Allergen Management.
3.4.3 The Service Provider must establish Key Performance Indicators to measure food quality, temperature, patient satisfaction, hygiene standards, etc.
3.4.4 The Service Provider must complete all HACCP records and ensure these are submitted to UHW catering management for review.
3.4.5 All staff training records must be retained and made available on request.
3.4.6 All records must be securely held and made available audit (e.g. EHO, HIQA, etc.).

3.4.7 All Food Safety Management documents / policy must be shared with UHW in line with EHO & Food Safety requirements.

3.4.8 The Service Provider must establish a structured reporting procedure along with attending scheduled review meetings with UHW management.

3.4.9 Food Safety & Hygiene Audit to be completed twice a year by the Tenderers Compliance & Quality Control Department & results to be shared with UHW Catering Management.

3.4.10 Security of Stock

3.4.11 Provide a copy of all Accident / Near Miss reports with UHW Catering Management.

3.4.12 Manage catering staff when they report for duty at 4pm and ensure all staff wait within the catering department for their ward trolley.

3.4.13 All staff must be passed fit by an Occupational Health Physician based on the Pre -Placement Health Assessment (PPHA) form, with certificates available on request.

SECTION 4: PROVISION ADDRESSING OBLIGATIONS AND RESPONSIBILITIES UNDER THE CHILDREN FIRST ACT 2015.

4.1 Where any of the successful Tenderer's Personnel and/or sub-contractors carry out any work or activity, a necessary and regular part of which consists mainly of the successful Tenderer's Personnel or sub-contractors having access to, or contact with children in any of the types of establishments listed in Schedule 1 of the Children's First Act 2015 (which for the avoidance of doubt includes any hospital, hospice, health care centre or other centre which receives, treats or otherwise provides physical or mental health services to children), the services provided by the successful Tenderer shall be regarded as "Relevant Services" for the purposes of the Children First Act, 2015 (the "Children First Act") and the successful Tenderer shall comply with all applicable obligations arising under the Children First Act and the Children First National Guidance for the Protection and Welfare of Children 2017.

4.2 Where Clause 4.1 is applicable, the successful Tenderer shall:

4.2.1 carry out a Child Safeguarding Risk Assessment in accordance with Section 11 (1) and (2) of the Children First Act;
4.2.2 ensure a Child Safeguarding Statement (reviewed in last 24 months) is in place, is displayed in a prominent place and is furnished to all staff, as per Section 11 (3-10) of the Children First Act;
4.2.3 ensure that a procedure for maintaining a list of Mandated Persons (as per Schedule 2 of the Children First Act) is in place;
4.2.4 ensure that Mandated Persons (as per Schedule 2 of the Children First Act) have been identified and informed of their role ;
4.2.5 ensure that a Child Protection & Welfare Policy is in place;
4.2.6 ensure that all staff and relevant volunteers have completed the HSE e-Learning Module "An Introduction to Children First"; and
4.2.7 ensure that the HSE Children First Implementation and Compliance Self-Audit Checklist has been completed and is available on request.

4.3 Without prejudice to Clause 4.1 above, upon request from the HSE, the successful Tenderer shall, irrespective of whether the Services it provides are regarded as "Relevant Services" within the meaning of the Children First Act, provide reasonable assistance to the HSE so that the HSE can undertake appropriate risk assessments and put in place appropriate controls to safeguard children from harm as part of the HSE's Child Safeguarding Risk Assessment and Child Safeguarding Statement, which controls may include requiring the successful Tenderer's Personnel and/or sub-contractors to be Garda Vetted in accordance with the relevant clause of the Contract Agreement, undertake assigned Children First training and adhere to applicable HSE Child Protection and Welfare policies (as applicable).

SECTION 5: INSURANCE AND TAX COMPLIANCE

5.1 The successful Tenderer shall be required to hold for the term of the Contract, insurances of the type and to the level specified below:

Type of Insurance	Indemnity Limit
Employer's Liability	€12.7 million for any one claim or series of claims arising out of a single occurrence (where required, if self- employed this is not necessary)
Product Liability	€6.5 million for any one claim or series of claims arising out of a single occurrence
Professional Indemnity Insurance	€6.5 million for any one claim or series of claims arising out of a single occurrence
Public Liability	€6.5 million for any one claim or series of claims arising out of a single occurrence
In the case of Employer's Liability and Public Liability Insurances, an indemnity to Principals clause must be included.	

5.2 Tenderers are asked to provide, as part of their tender response, written confirmation that they hold or will hold, if successful, the above types and levels of insurance. A formal confirmation from the Tenderer's insurance company or broker to this effect will be requested from the successful Tenderer prior to the award of (and shall be a condition of) the contract.

5.3 Prior to the award of the contract, the successful Tenderer will be required to produce a Tax Clearance Certificate from the Irish Revenue Commissioners or equivalent body. Alternatively, the Tenderer may supply the certificate and registration numbers, as they appear on the Tax Clearance Certificate, to facilitate online verification of their tax status.

SECTION 6: MINIMUM ELIGIBILITY AND AWARD CRITERIA

The evaluation of tender responses will be conducted in the following stages:

6.1 Minimum Eligibility Criteria

6.1.1 Tenderers who do not, in the opinion of the HSE, confirm and/or demonstrate compliance with any of the Minimum Eligibility Criteria in Table 6 below will be excluded from further consideration.

6.1.2 Compliance with each of the Minimum Eligibility Criteria must be effective from the date of tender submission.

Main Criteria	Sub-Criteria	Minimum Eligibility Pass/Fail
European Single Procurement Document (ESPD)	**Part III of the ESPD**	*Confirm that none of the Exclusion Criteria listed in Part III of the ESPD applies to the Tenderer or any other Economic Operators who form part of the tender response (see Part G of the TRD).*
Supplier Declaration	**Supplier Declaration**	*Confirm that the tender has been submitted consistent with the requirements set out in the Tenderer Declaration. (See Part F of the TRD).*
Children's First Act Declaration	**Children's First Act Declaration**	*Where applicable and if relevant, confirm that all applicable requirements arising pursuant to the Children's First Act 2015 and the Children First National Guidance for the Protection and Welfare of Children 2017 shall be complied with. (See Part I of the TRD).*
Mandatory Service Requirements	**Mandatory Service Requirements**	*Confirm that the Managed Service will be provided in compliance with each of the Mandatory Service Requirements listed in Section 3 of this RFT.*
Economic and Financial Standing	**Overall Turnover of Tenderer's Organisation**	*Confirm that the turnover of the Tenderer, or if a consortium or joint venture, that the combined turnover of the Economic Operators who are part of the consortium or joint venture meet or exceeds a minimum of € 500,000 per annum in each of the last three years.*
Technical and Professional Ability	**Staffing**	*Must propose a Contract Manager for the operation of the Service with a minimum of 24 months experience in providing Catering Services in Healthcare environment on a scale equivalent or greater than the scope as set out in this tender document.* *A CV of the proposed Contract Manager must be provided with the tender submission as an appendix*
Experience	**Experience**	*Confirm that the Tenderer, or if a consortium or joint venture, that the combined experience of the Economic Operators who are part of the consortium or joint venture meet or exceeds a minimum of 24 months experience in providing Catering Services in a Healthcare environment on a scale equivalent or greater than the scope as set out in this tender document.*

Insurance	**Insurance**	*Confirm compliance with the Insurance level of cover set out in Section 5 of this RFT.*

6.1.3 Please note Tenderers are **not** required to complete and return an ESPD with their tender response. It will be sufficient for Tenderers to self-certify compliance with the requirements of Part III of the ESPD in Part F of the TRD.

6.1.4 If the tender is submitted by a consortium or joint venture, then if any of the exclusion criteria listed at Part III of the ESPD applies to any of the members of the consortium or joint venture or where any of the members of the consortium or joint venture fails to demonstrate its reliability despite the existence of a relevant exclusion ground, then that tender will be excluded from further consideration in this tender process.

6.1.5 Compliance with each of the requirements contained in the ESPD must be effective from the date of the tender submission.

6.2. Award Criteria

6.2.1 Tenders that confirm and/or demonstrate compliance with the Minimum Eligibility Criteria (and are not otherwise excluded) will be evaluated to determine which presents the most economically advantageous tender for the purposes of ranking the tenders received. Tenders will be evaluated using the award criteria and associated weightings outlined below:

Award Criteria	Weighting	Marks	Max Page Limit
Service Delivery & Operational Approach	20%	200	4 x A4
Quality Assurance	15%	150	3 x A4
Workforce Management & Service Resilience	15%	150	3 x A4
Sustainability	10%	100	2 x A4
Cost	40%	400	N/A
Total	**100%**	**1000**	

SECTION 7: EVALUATION PROCESS

7.1 Tenders will be evaluated in terms of the quality of responses under each Award Criteria and the extent to which they meet and exceed the stated requirements. Based on the assessments of the responses under each criteria, tenders will be awarded a rating score in accordance with the following table:

Rating	Rating Score
Excellent Response	**5**
Very Good Response	**4**
Good Response	**3**
Fair Response	**2**
Poor Response	**1**
No Response	**0**

7.2 The maximum rating score achievable is 5/5 per Award Criteria. The rating score will then be converted into the equivalent mark based on the weighting for that Award Criteria.

7.3 To identify the marks to be awarded for Ultimate Cost, the Rates will be multiplied by twelve (12) to determine the annual cost for each tender response. The annual cost will be used to determine the marks for Ultimate Cost for each tender.

7.4 The evaluation will then compare each tendered annual cost against the lowest tendered annual cost.

7.5 The lowest annual tendered cost shall be awarded the maximum marks available under the cost criteria.

7.6 The marks for Ultimate Cost for each tender shall be calculated using the following formula:

$$\frac{\text{Total Marks for Cost} \times \text{Lowest Tendered Annual Cost}}{\text{Tendered Annual Cost}} = \text{Marks achieved for Ultimate Cost}$$

7.7 The total marks achieved for each Award Criteria will be added to the marks achieved for Ultimate Cost to determine the overall marks awarded for each tender.

7.9 Tenderers will be required to provide the above evidence, and any other information which may be required, within the timeframe specified by the HSE.

7.10 The HSE does not bind itself to accept the lowest cost tender, and will not pay any compensations whatsoever in connection therewith. It reserves the right to reject in whole or in part, any or all tenders received.

7.11 Tender responses will be evaluated in their own right. No recognition will be given to information previously submitted. No unsolicited communications from Tenderers will be entertained during the evaluation period.