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Bord Oideachais agus Oiliúna na Gaillimhe agus Ros Comáin
Galway and Roscommon Education and Training Board

Tender for Architectural Consultancy Services:

Design of Toilet Facility Upgrades

at

Coláiste Naomh Eoin, Inis Meáin,

Oileáin Árainn, Co. Galway

17th November 2026

A Dhaoine Uaisle,

On behalf of Galway and Roscommon Education and Training Board (the Contracting Authority for this project) you are hereby invited to Tender for Architectural Consultancy Services (including buying in of additional services for other disciplines as required) for the above referenced project.

The project consists of School Building Toilet alterations and additions as required to include dedicated Staff and sufficient Student facilities to required standards. There is a location outlined on the accompanying Floor Plan where the current toilets can potentially be extended – refer to clouded area. FSC and DAC Applications will be required as part of the scope of works.

Initial Funding granted for the project under the Emergency Works Scheme equates to +€230,000 inclusive of VAT and Design Team Fees with the caveat that should market returns result in the need for additional funding to cover Contractor works, the potential is in place.

Please note, Consultancy Fee proposal is to be fixed price lump sum. It is expected to advertise Contractor scope of works indue course such that works may commence during School's Summer break in 2027.

The Form of Contract will be the Standard Conditions of Engagement for Consultancy Services (Technical COE1) including the Template Schedule A and B, available at https://www.gov.ie/en/collection/ddc58-school-building-and-design/ > *Appointment of Consultants* > *Small Works.*

The scope of service is detailed in the Tender documents and in Design Team Procedures for Small Works (TGD 007) available at https://www.gov.ie/en/collection/ddc58-school-building-and-design/
> *Technical Guidance Documents / School Design Guides.*

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Tenders must be returned to *procurement@gretb.ie* on or before:

Wednesday 16th December by 12 midday

Tenders sent to any other address will be deemed invalid. Unsigned tender proposal forms will likewise be deemed invalid request for quotes. The signature for the Form of Tender/Tender Proposal Form must be that of a Principal or Director of the firm. Tenders must be in the format prescribed in the Form of Tender/Tender Proposal Form and all required documents must be submitted.

Tenders must be submitted by e-mail only. Tenders submitted by e-mail must include all attachments in PDF format, signed and scanned as required. The onus is on the sender to obtain proof of delivery if requested.

All queries in relation to this Tender competition must be submitted by e-mail to *procurement@gretb.ie* as soon as possible and in any event not later than 5 working days before the latest time for receipt of quotes, although the Contracting Authority may at its discretion respond to queries raised after that date. If the Contracting Authority responds to a query, it will send the response to each Candidate unless the Candidate raising the query has clearly designated the query as confidential and the Contracting Authority agrees that it should be treated as confidential.

Tenders will be assessed in accordance with Guidance on Procuring Consultants for Small Works, 4th Edition October 2021.

Candidates may visit the site through prior arrangement via email request to the following:

Derek.Reynolds@gretb.ie

Is mise, le meas,

Hilary Molloy

Hilary Molloy
Head of Procurement
Galway and Roscommon Education and Training Board
An Coiléar Bán,
Athenry,
Co. Galway.

(on behalf of the School Authority)