cmetb
Bord Oideachais agus Oiliúna an Chabháin agus Mhuineacháin
Cavan and Monaghan Education and Training Board

Dr Fiona McGrath
Príomhfheidhmeannach
Chief Executive

Head Office
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Market Street
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T: 047 30888
E: info@cmetb.ie
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Registered Charity Number: *20083304*

23/11/2026

Contract Name and details	**SWS Windows Upgrade Project**
Invitation to Tender for:	**Architectural Consultancy Services**
School Name:	**Inver College**
School Roll No:	**72180K**

A Dhaoine Uaisle

On behalf of the School Authority (the Contracting Authority for this project) you are hereby invited to tender for Architectural services including buying in of additional services for other disciplines as required) for the above project.

The project consists of replacement and upgrade of windows including some ceiling upgrade works and insulation. For more information on nature, size and scope of project, please see Consultant Report included in tender pack.

The Form of Contract will be:

- **Standard Conditions of Engagement for Consultancy Services - [COE1 for Consultancy Services Technical]** Published on http://constructionprocurement.gov.ie/standard-conditions-of-engagement/ on the date 10 days before the latest date for submission of Tenders (disregarding any amendments posted on that date) Including **schedule A&B** of the Conditions of Engagement as included as part of the Form of Tender and Schedule

The scope of service is detailed in the tender documents and in Design Team Procedures for Small Works (TGD 007).

Tenders shall be submitted electronically via the eTenders system. The tender submission deadline is set out in the Contract Notice. Tenders received after the stated deadline, or submitted other than through the eTenders system, will be rejected and excluded from further consideration. **The Tendering party must ensure receipt of the submission before the latest time and date for receipt of tenders**
Unsigned tenders/tender proposal forms will likewise be deemed invalid tenders. 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.

All queries in relation to this tender competition must be submitted (and will be answered) through the e-Tenders website. All queries must be submitted as soon as possible and, in any event, not later than 5 working days before the latest time for receipt of tenders, 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.

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The evaluation of tenders shall be carried out in accordance with the Department of Education and Youth's *Guidance on Procuring Consultants for Small Works, 5th Edition, October 2026*, as amended, updated or replaced from time to time, provided that any such updated guidance is in force prior to the publication of this tender competition.

Candidates may visit the site by prior arrangement with the School Authorities.

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Cavan and Monaghan Education and Training Board
Market Street
Monaghan
(on behalf of the School Authority/Contracting Authority)