An Roinn Oideachais
Department of Education

Graphics Design Lab

Equipment List, Specifications and Tendering Guidance for Junior Cycle Graphics

Furniture and Equipment Section:

Equipment Upgrade list only, this list is not for new school builds

Prepared by The Planning & Building Unit
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Important Notes to School's /ETB's seeking the items from this list:

1. This list is not for new school builds and is only for equipment upgrades in pre-existing Graphics classrooms through applications managed by the Furniture and Equipment section of the Planning and Building Unit.
2. Utilise existing procurement arrangements with suppliers/service providers where available.
3. Search www.ogp.gov.ie to check if there is a suitable, fit for purpose framework/contract in place for all or some of the items required.
4. Choose to seek a request for quotation (RFQ), below the value of 25k, or a request for tender (RFT), above the value of 25k, based on best value for money using both qualitative and cost criteria. All procurement over the value of €25,000 must be advertised and published on www.etenders.gov.ie.
5. Seek quotations based on the items that can be competitively quoted from multiple suppliers based on the estimated level of spend following the procurement guidelines. For more advice on the procurement guidelines contact the Schools Procurement Unit (www.spu.ie) or Education Training Board with whom you are associated (list of ETBs on www.etbi.ie).
6. Suppliers may not be able to provide the full range of goods listed. In this case they should be requested to quote only for items they can supply.
7. The specifications outlined in this document have been reviewed to ensure products of the highest quality are supplied. Substandard equipment should not be proposed or accepted under any circumstances and suppliers should be asked to replace these to the same standard set out or higher. Schools are advised to check this as part of the assessment before finalising the overall scores. In addition to pricing each item, suppliers must also specify the warranty being offered for each item.
8. The loose furniture such as the collaboration tables for groupwork and low benches for the presentation zone are available on the loose furniture list. These pieces of furniture are only for new Graphics Design labs.
9. All quotations must be excluding VAT with the VAT highlighted separately.
10. Contact the School Procurement Unit or your ETB for further specific guidance.

ITEM CODE	QUANTITY	DESCRIPTION & SPECIFICATION	COST & WARRANTY OFFERED
Graph/01	1	Set of (magnetic) drawing equipment, for (magnetic) chalkboard, to include (i) compass with steel point (500 mm), (ii) 60°/30° set square (500 mm), (iii) 45° set square (500 mm), (iv) protractor (425 mm) and (v) heavy duty rule with bevelled edges (1000 mm).	
Graph/02	24 right handed, 6 left handed	Stainless steel T-square with fixed light cast aluminium head, brushed blade with low reflectance.	
Graph/03	30	Portable Desktop Drawing Board, A2 size, solid core/particle board/multi- ply, white high pressure laminate above and below, pvc edges and square corners, with rubber feet. Simple robust mechanism to allow use at 0º and 20º, with rubber tractor grip to facilitate overhanging of table edge.	
Graph/04	30	Graphics/DCG wooden box set, to come with 4" acrylic protractor, 60°/30° & 45° Set Squares (transparent heavy duty, non-brittle plastic, with bevelled edge and open centre. Sizes: 200 mm, 2 mm thick), quickset adjustable compass, H and 2H pencils, Vinyl eraser, Metal sharpener and Clips.	
Graph/05	30	Adjustable Set Square, shatter resistant acrylic body with magnifying cursor for precise readings, 200 mm.	
Graph/06	30	Scaled rule, acrylic, 300 mm, suitable for graphics/drawing.	
Graph/07	1	Graphics teaching models, c.300 mm size, to include standard geometric solids, and those depicting their interpenetration with conic sections and development of surfaces. c.12 models.	
Graph/08	1	Circle template, acrylic type, c.2 mm to 50 mm diameter circles.	
Graph/09	1	Flexi-curve, suitable for technical graphics work.	
Graph/10	1	French curves, set of three, moulded plastic with ellipse form.	
Graph/11	1	Erasing shield, stainless steel type	
Graph/12	1	Air brush kit, compressed-air canister type(no compressor needed).	
Graph/13	30	Cutting knife, scalpel type with disposable blades.	
Graph/14	30	Cutting mat, A3 size, plastic, self-repairing.	
Graph/15	30	Show-me boards, A3 gridded, with drywipe pens and eraser	
Graph/16	12	Scissors 250mm stainless steel.	
Graph/17	30	Scissors 140mm, 25 no. right handed and 5 no. left handed.	

Graph/18	1	A3 Black and White 160g card (pack of 20 of each colour).	
Graph/19	10	White foam board 3mm thick, 70x100cm.	
Graph/20	6	Construction straws set with wheels and joiners included, each set minimum of 500 pieces.	
Graph/21	15	Glue guns and 20 glue sticks.	
Graph/22	1	Air drying modelling clay 12.5kg.	
Graph/23	6	Wooden modelling tool set, assorted sizes and shapes (minimum 10 tools per set).	
Graph/24	1	Comb Binding machine, electric, up to A3 size, minimum 200 page binding capacity. Two year guarantee.	
Graph/25	1	Visualiser: Min. 13 MP Lens, Up to 4K at 30 fps Video, Built-In Mic, coverage A3 + (533x330mm), USB Interface & Power Connection to a PC. Five year warranty.	
Graph/26	1	3D Printer: Min volume area 100mm x 100mm x 100mm, Suitable for education purposes (not DIY/home spec.) and capable of high quality printing, user-friendly software based on open-source platform (Compatible with Parametric Modelling software used in Design and Communication Graphics (DCG)), Support materials such as PLA, Fully enclosed print chamber, and Technical support must be available. Two year on-site warranty to include parts and labour.	
Graph/27	4	Keva Brain Builders for converting 2d diagrams to 3D structures, to include 20 planks, 30 double-sided cards in a zippered carrying case.	
Graph/28	6	Magicube game of cubes. Colourful cubes that can be attached from any side and allows you to build, 3D structures and new shapes.	
Graph/29	6	MindWare's Pattern Play, 40 brightly-coloured wooden blocks in a variety of shapes and 40 different pattern cards to solve.	
Graph/30	6	Spirograph Design Tin Set, to contain 7 Spirograph Precision Wheels, 1 Spirograph Precision ring, 1 Spirograph Precision Rack, 2 Fine-Line Design Pens.	
Graph/31	8	Katamino puzzle game, to contain 18 wooden playing pieces, 1 wooden board, 2 wooden sliders and 40 cards.	
Graph/32	6	Tangram Game (Shapes Up) includes 4 game boards, 32 large triangles, 32 small triangles, 16 squares, 1 shape tray, 1 die, and a timer.	
Graph/33	6	Geomag Education Set, 224 Shapes & Spaces Panels, Set to contains 90 rods, 80 spheres, 2 sets of 40 double language pupil/teacher cards and 74 panels.	

Total	
VAT	

Standards, Specifications and Conditions

All Equipment shall be Durable and Safe for School Use.
Equipment wholly or partly funded from public funds is subject to Inspection by Officers from the Department of Education.
It is essential that tenders for equipment for School Use shall:

i) Comply fully with the specifications and be durable and safe for School Use.
ii) Comply fully with the standards as detailed and shall comply fully with European (EN) standards, both established and developing.
iii) Comply with European electrical standards and CE marking as appropriate.
iv) Be accompanied by documentation of sufficient detail for full evaluation.
v) Include the completed and signed certificate of compliance.

Award of a contract is conditional on the production of a current tax clearance certificate. Failure to comply with the above may result in the tender being deemed null and void.

Certificate of Compliance with Standards, Specifications & Conditions:

I/We certify that the equipment tendered complies in all respects with the Standards, Specifications and other requirements/conditions specified in this tender document.
I/We hold a current tax clearance certificate.

Company: _____

Signed: _____ Date: _____

Position: _____