Dear Tenderer,

Technological University Dublin would like to invite you to tender for this competition.

Tenders must be submitted via the electronic postbox available on www.etenders.gov.ie.

It is advisable to familiarise yourself with the new eTenders platform prior to the closing date.

Only Tenders submitted to the electronic postbox will be accepted. Tenders submitted by any other means (including but not limited to by email, fax, post or hand delivery) will NOT be accepted. Tenderers must ensure that they give themselves sufficient time to upload and submit all required tender documentation before the Tender Deadline. Tenderers should take into account the file size upload limits as specified on the eTenders response page and should consider the fact that upload speeds vary.

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

In order to submit a response to the electronic post-box, please note that you must ensure you have submitted the response completely. In order to submit a document to the electronic postbox, please note that you must click "Submit". After submitting you can still modify and re-send your response up until response deadline. Tenderers should be aware that the 'Submit' button will be disabled automatically upon the expiration of the response deadline.

Please note that, as part of your tender proposal, you are required to submit an **ESPD**. This document must be downloaded in PDF format from your supplier profile on eTenders and attached to your tender proposal documentation. The document named ESPD – EO Guidance provides a step-by-step guide on how to complete and download your ESPD. **Please ensure that the ESPD is submitted together with your tender proposal.**

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

Email: irish-eproc-helpdesk@eurodyn.com

Phone: +353 818001459