

Ireland: Seminar organisation services

HRB Conference and Event Management Services

Contract or concession notice – standard regime

1 Buyer

1.1 Buyer

Official name: The Health Research Board

Legal type of the buyer: Body governed by public law, controlled by a central government authority

Activity of the contracting authority: Health

2 Procedure

2.1 Procedure

Title: HRB Conference and Event Management Services

Description: The Health Research Board (hereinafter referred to as the “HRB”) is a statutory agency under the aegis of the Department of Health. The HRB’s mission is to support research that improves people’s health, promotes evidence-informed care, and creates solutions to societal challenges. Our vision is ‘better health through excellent research, data and evidence.’ An overview of the HRB’s objectives and activities may be found in The HRB Strategy 2021-2025, Health research - making an impact, (<https://www.hrb.ie/strategy-2025/>). The HRB oversees an approximate €55 million investment in health research activity each year. The HRB need a conference and event company that can cater for any size of event, in any format that may be dictated by the needs of the target audience at hand. We are looking for a company that can provide a full range of professional conference management services but in particular ‘in person’ conferences.

Procedure identifier: 0f7ed31c-f0ea-4198-988b-d6e106534e79

Type of procedure: Open

The procedure is accelerated: no

2.1.1 Purpose

Main nature of the contract: Services

Main classification (cpv): 79951000 Seminar organisation services

Additional classification (cpv): 79952000 Event services

2.1.2 Place of performance

Country subdivision (NUTS): Dublin (IE061)

Country: Ireland

2.1.3 Value

Estimated value excluding VAT: 850 000 Euro

2.1.4 General information

Legal basis:

Directive 2014/24/EU

2.1.6 Grounds for exclusion

Sources of grounds for exclusion: European Single Procurement Document (ESPD)

5 Lot

5.1 Lot technical ID: LOT-0001

Title: HRB Conference and Event Management Services

Description: The Health Research Board (hereinafter referred to as the "HRB") is a statutory agency under the aegis of the Department of Health. The HRB's mission is to support research that improves people's health, promotes evidence-informed care, and creates solutions to societal challenges. Our vision is 'better health through excellent research, data and evidence.' An overview of the HRB's objectives and activities may be found in The HRB Strategy 2021-2025, Health research - making an impact, (<https://www.hrb.ie/strategy-2025/>). The HRB oversees an approximate €55 million investment in health research activity each year. The HRB need a conference and event company that can cater for any size of event, in any format that may be dictated by the needs of the target audience at hand. We are looking for a company that can provide a full range of professional conference management services but in particular 'in person' conferences.

Internal identifier: 0

5.1.1 Purpose

Main nature of the contract: Services

Main classification (cpv): 79951000 Seminar organisation services

Additional classification (cpv): 79952000 Event services

5.1.2 Place of performance

Country subdivision (NUTS): Dublin (IE061)

Country: Ireland

Additional information:

5.1.3 Estimated duration

Duration: 4 Year

5.1.5 Value

Estimated value excluding VAT: 850 000 Euro

5.1.6 General information

Reserved participation: Participation is not reserved.

Procurement Project not financed with EU Funds.

The procurement is covered by the Government Procurement Agreement (GPA): yes

5.1.7 Strategic procurement

Aim of strategic procurement: No strategic procurement

5.1.9 Selection criteria

Sources of selection criteria: Procurement Document

5.1.11 Procurement documents

Languages in which the procurement documents are officially available: English

Languages in which the procurement documents (or their parts) are unofficially available: English

Deadline for requesting additional information: 14/11/2025 12:00 +01:00

Address of the procurement documents: <https://www.etenders.gov.ie/epps/cft/listContractDocuments.do?resourceId=6834891>

5.1.12 Terms of procurement

Terms of submission:

Electronic submission: Required

Address for submission: <https://www.etenders.gov.ie/epps/cft/viewTenders.do?resourceId=6834891>

Languages in which tenders or requests to participate may be submitted: English

Electronic catalogue: Not allowed

Tenderers may submit more than one tender: Not allowed

Deadline for receipt of tenders: 23/11/2025 23:00 +01:00

Deadline until which the tender must remain valid: 90 Day

Information about public opening:

Opening date: 24/11/2025 00:00 +01:00

Place: <https://www.etenders.gov.ie/epps/cft/prepareViewCfTWS.do?resourceId=6834891>

Terms of contract:

The execution of the contract must be performed within the framework of sheltered employment programmes: No

Electronic invoicing: Allowed

Electronic ordering will be used: yes

Electronic payment will be used: yes

5.1.15 Techniques

Framework agreement:

No framework agreement

Information about the dynamic purchasing system:

No dynamic purchase system

5.1.16 Further information, mediation and review

Review organisation: The High Court of Ireland

Organisation providing offline access to the procurement documents: The Health Research Board

Organisation providing more information on the review procedures: The High Court of Ireland

Organisation receiving requests to participate: The Health Research Board

Organisation processing tenders: The Health Research Board

8 Organisations

8.1 ORG-0001

Official name: The Health Research Board

Registration number: IE4820764P

Postal address: 67-72 Lower Mount Street,

Town: Dublin

Postcode: DO2 H638

Country subdivision (NUTS): Dublin (IE061)

Country: Ireland

Email: alynch@hrb.ie

Telephone: (01) 234 5000

Internet address: <https://www.hrb.ie/>

Buyer profile: <https://www.hrb.ie/>

Roles of this organisation:

Buyer

Organisation providing offline access to the procurement documents

Organisation receiving requests to participate

Organisation processing tenders

8.1 ORG-0002

Official name: The High Court of Ireland
Registration number: The High Court of Ireland
Department: The High Court of Ireland
Postal address: Four Courts, Inns Quay, Dublin 7
Town: Dublin
Postcode: D07 WDX8
Country subdivision (NUTS): Dublin (IE061)
Country: Ireland
Email: HighCourtCentralOffice@courts.ie
Telephone: +353 1 8886000
Roles of this organisation:
 Review organisation
 Organisation providing more information on the review procedures

8.1 ORG-0003

Official name: European Dynamics S.A.
Registration number: 002024901000
Department: European Dynamics S.A.
Town: Athens
Postcode: 15125
Country subdivision (NUTS): Βόρειος Τομέας Αθηνών (EL301)
Country: Greece
Email: eproc-esender@eurodyn.com
Telephone: +30 2108094500
Roles of this organisation:
 TED eSender

Notice information

Notice identifier/version: 1270c131-fc94-4fb6-bfb7-c4db857cc5a1 - 01
Form type: Competition
Notice type: Contract or concession notice – standard regime
Notice dispatch date: 23/10/2025 08:58 +01:00
Languages in which this notice is officially available: English