

# Ireland: Financial management consultancy services

## Panel for Provision of mentoring and related services for the Local Enterprise Office in Leitrim County Council

Contract notice – light regime

### 1 Buyer

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#### 1.1 Buyer

*Official name:* Leitrim County Council\_2136

*Legal type of the buyer:* Local authority

*Activity of the contracting authority:* General public services

### 2 Procedure

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#### 2.1 Procedure

*Title:* Panel for Provision of mentoring and related services for the Local Enterprise Office in Leitrim County Council

*Description:* The purpose of this Contract Notice is to establish a Panel of Mentors for a range of Lots as noted at section 2.2 of the RFT for the Local Enterprise Office in Leitrim County Council. LEO Leitrim is compiling a panel of mentors, from which future mentor assignments for a 3-year period will be selected. Applications are invited from mentors with appropriate skills and experience that wish to be included in the LEO Leitrim mentor panel. Applications will be accepted throughout the lifecycle of the Panel at any stage, however in order to be considered for the first tranche of contracts, applicants should apply by 1st June 2026. The existing Panel will expire on the 31st July 2026, and will be replaced by this Panel which will operate from 1st August 2026 for a period of 3 years.

*Procedure identifier:* 15e18c30-5944-41d0-8cbb-25c4ad40e1f0

*Type of procedure:* Open

*Main features of the procedure:* This procurement procedure relates to the establishment of a multi-supplier panel for the provision of mentoring and related services to clients of the Local Enterprise Office (LEO) Leitrim. This is an open procedure conducted under the Light Regime for social and other specific services. Applications are invited from suitably qualified and experienced individuals and organisations seeking inclusion on the Panel. The Panel is structured into fourteen (14) Lots covering a broad range of business and sector-specific mentoring disciplines. Applicants may apply for one or more Lots, subject to a maximum of five (5) Lots. Admission to the Panel will be based on a pass/fail assessment of the qualification criteria as set out in the procurement documents. Applicants are required to demonstrate relevant experience, technical capability, and compliance with all mandatory requirements. This is an open panel and applications will be accepted throughout the duration of the Panel. Inclusion on the Panel does not guarantee the award of any work. Contracts for mentoring assignments will be awarded on a drawdown basis, having regard to client needs, mentor expertise and availability. Where appropriate, mini-competitions may be conducted among panel members. Full details of the procedure, requirements, and conditions governing the Panel are set out in the Request for Tender (RFT) and associated Tender Response Document.

##### 2.1.1 Purpose

*Main nature of the contract:* Services

*Main classification (cpv):* 79412000 Financial management consultancy services

*Additional classification (cpv):* 79413000 Marketing management consultancy services

*Additional classification (cpv):* 79415000 Production management consultancy services

*Additional classification (cpv):* 79414000 Human resources management consultancy services

*Additional classification (cpv):* 79993000 Building and facilities management services

*Additional classification (cpv):* 79420000 Management-related services

*Additional classification (cpv): 48783000 Content management software package*  
*Additional classification (cpv): 48421000 Facilities management software package*  
*Additional classification (cpv): 48411000 Investment management software package*  
*Additional classification (cpv): 48781000 System management software package*  
*Additional classification (cpv): 72212311 Document management software development services*  
*Additional classification (cpv): 72224000 Project management consultancy services*  
*Additional classification (cpv): 48480000 Sales, marketing and business intelligence software package*  
*Additional classification (cpv): 79342000 Marketing services*  
*Additional classification (cpv): 79340000 Advertising and marketing services*  
*Additional classification (cpv): 79000000 Business services: law, marketing, consulting, recruitment, printing and security*  
*Additional classification (cpv): 72212481 Sales or marketing software development services*  
*Additional classification (cpv): 72212450 Time accounting or human resources software development services*  
*Additional classification (cpv): 48440000 Financial analysis and accounting software package*

### **2.1.2 Place of performance**

*Town:* Carrick on Shannon

*Country subdivision (NUTS):* A Coruña (ES111)

*Country:* Ireland

*Additional information:* Services will primarily be delivered within County Leitrim; however, mentoring may also be provided online or at a location agreed between the mentor and the client, depending on business needs and programme requirements.

### **2.1.3 Value**

*Estimated value excluding VAT:* 210 000 Euro

### **2.1.4 General information**

*Legal basis:*

Directive 2014/24/EU

### **2.1.5 Terms of procurement**

*Terms of submission:*

*Maximum number of lots for which one tenderer can submit tenders:* 14

### **2.1.6 Grounds for exclusion**

*Sources of grounds for exclusion:* Procurement Document

5 Lot

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## **5.1 Lot: LOT-0001**

*Title:* Finance

*Description:* The purpose of this Contract Notice is to establish a Panel of Mentors for a range of Lots as noted at section 2.2 of the RFT for the Local Enterprise Office in Leitrim County Council. LEO Leitrim is compiling a panel of mentors, from which future mentor assignments for a 3-year period will be selected. Applications are invited from mentors with appropriate skills and experience that wish to be included in the LEO Leitrim mentor panel. Applications will be accepted throughout the lifecycle of the Panel at any stage, however in order to be considered for the first tranche of contracts, applicants should apply by 1st June 2026. The existing Panel will expire on the 31st July 2026, and will be replaced by this Panel which will operate from 1st August 2026 for a period of 3 years.

*Internal identifier:* 1

### **5.1.1 Purpose**

*Main nature of the contract:* Services

*Main classification (cpv):* 79412000 Financial management consultancy services

*Additional classification (cpv):* 79413000 Marketing management consultancy services

*Additional classification (cpv):* 79415000 Production management consultancy services

*Additional classification (cpv):* 79414000 Human resources management consultancy services

*Additional classification (cpv):* 79993000 Building and facilities management services

*Additional classification (cpv):* 79420000 Management-related services

*Additional classification (cpv):* 48783000 Content management software package

*Additional classification (cpv):* 48421000 Facilities management software package

*Additional classification (cpv):* 48411000 Investment management software package

*Additional classification (cpv):* 48781000 System management software package

*Additional classification (cpv):* 72212311 Document management software development services

*Additional classification (cpv):* 72224000 Project management consultancy services

*Additional classification (cpv):* 48480000 Sales, marketing and business intelligence software package

*Additional classification (cpv):* 79342000 Marketing services

*Additional classification (cpv):* 79340000 Advertising and marketing services

*Additional classification (cpv):* 79000000 Business services: law, marketing, consulting, recruitment, printing and security

*Additional classification (cpv):* 72212481 Sales or marketing software development services

*Additional classification (cpv):* 72212450 Time accounting or human resources software development services

*Additional classification (cpv):* 48440000 Financial analysis and accounting software package

*Quantity:* 1

### **5.1.2 Place of performance**

*Town:* Carrick on Shannon

*Country subdivision (NUTS):* A Coruña (ES111)

*Country:* Ireland

*Additional information:*

### **5.1.3 Estimated duration**

*Duration:* 36 Month

### **5.1.5 Value**

*Estimated value excluding VAT:* 15 000 Euro

### **5.1.6 General information**

*Reserved participation:* Participation is not reserved.

Procurement Project not financed with EU Funds.

### **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:* 31/07/2029 00:00 +01:00

*Address of the procurement documents:* <https://www.etenders.gov.ie/epps/cft/listContractDocuments.do?resourceId=8112574>

### 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=8112574>

*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:* 31/07/2029 00:30 +01:00

*Information about public opening:*

*Opening date:* 31/07/2029 01:00 +01:00

*Place:* <https://www.etenders.gov.ie/epps/cft/prepareViewCFTWS.do?resourceId=8112574>

*Terms of contract:*

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

### 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:* Leitrim County Council\_2136

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

*Organisation receiving requests to participate:* Leitrim County Council\_2136

*Organisation processing tenders:* Leitrim County Council\_2136

### 5.1 Lot: LOT-0002

*Title:* Business Advice

*Description:* The purpose of this Contract Notice is to establish a Panel of Mentors for a range of Lots as noted at section 2.2 of the RFT for the Local Enterprise Office in Leitrim County Council. LEO Leitrim is compiling a panel of mentors, from which future mentor assignments for a 3-year period will be selected. Applications are invited from mentors with appropriate skills and experience that wish to be included in the LEO Leitrim mentor panel. Applications will be accepted throughout the lifecycle of the Panel at any stage, however in order to be considered for the first tranche of contracts, applicants should apply by 1st June 2026. The existing Panel will expire on the 31st July 2026, and will be replaced by this Panel which will operate from 1st August 2026 for a period of 3 years.

*Internal identifier:* 2

#### 5.1.1 Purpose

*Main nature of the contract:* Services

*Main classification (cpv):* 79412000 Financial management consultancy services

*Additional classification (cpv):* 79413000 Marketing management consultancy services

*Additional classification (cpv):* 79415000 Production management consultancy services

*Additional classification (cpv):* 79414000 Human resources management consultancy services

*Additional classification (cpv):* 79993000 Building and facilities management services

*Additional classification (cpv):* 79420000 Management-related services

*Additional classification (cpv):* 48783000 Content management software package

*Additional classification (cpv):* 48421000 Facilities management software package

*Additional classification (cpv):* 48411000 Investment management software package

*Additional classification (cpv):* 48781000 System management software package

*Additional classification (cpv):* 72212311 Document management software development services

*Additional classification (cpv): 72224000 Project management consultancy services*  
*Additional classification (cpv): 48480000 Sales, marketing and business intelligence software package*  
*Additional classification (cpv): 79342000 Marketing services*  
*Additional classification (cpv): 79340000 Advertising and marketing services*  
*Additional classification (cpv): 79000000 Business services: law, marketing, consulting, recruitment, printing and security*  
*Additional classification (cpv): 72212481 Sales or marketing software development services*  
*Additional classification (cpv): 72212450 Time accounting or human resources software development services*  
*Additional classification (cpv): 48440000 Financial analysis and accounting software package*

### **5.1.2 Place of performance**

*Town:* Carrick on Shannon  
*Country subdivision (NUTS):* A Coruña (ES111)  
*Country:* Ireland  
*Additional information:*

### **5.1.3 Estimated duration**

*Duration:* 36 Month

### **5.1.5 Value**

*Estimated value excluding VAT:* 15 000 Euro

### **5.1.6 General information**

*Reserved participation:* Participation is not reserved.  
Procurement Project not financed with EU Funds.

### **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:* 31/07/2029 00:00 +01:00  
*Address of the procurement documents:* <https://www.etenders.gov.ie/epps/cft/listContractDocuments.do?resourceId=8112574>

### **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=8112574>  
*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:* 31/07/2029 00:30 +01:00  
*Information about public opening:*  
*Opening date:* 31/07/2029 01:00 +01:00  
*Place:* <https://www.etenders.gov.ie/epps/cft/prepareViewCfTWS.do?resourceId=8112574>  
*Terms of contract:*  
*The execution of the contract must be performed within the framework of sheltered employment programmes:* No

### **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:* Leitrim County Council\_2136

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

*Organisation receiving requests to participate:* Leitrim County Council\_2136

*Organisation processing tenders:* Leitrim County Council\_2136

### **5.1 Lot: LOT-0003**

*Title:* Social Media and Digital Marketing

*Description:* The purpose of this Contract Notice is to establish a Panel of Mentors for a range of Lots as noted at section 2.2 of the RFT for the Local Enterprise Office in Leitrim County Council. LEO Leitrim is compiling a panel of mentors, from which future mentor assignments for a 3-year period will be selected. Applications are invited from mentors with appropriate skills and experience that wish to be included in the LEO Leitrim mentor panel. Applications will be accepted throughout the lifecycle of the Panel at any stage, however in order to be considered for the first tranche of contracts, applicants should apply by 1st June 2026. The existing Panel will expire on the 31st July 2026, and will be replaced by this Panel which will operate from 1st August 2026 for a period of 3 years.

*Internal identifier:* 3

#### **5.1.1 Purpose**

*Main nature of the contract:* Services

*Main classification (cpv):* 79412000 Financial management consultancy services

*Additional classification (cpv):* 79413000 Marketing management consultancy services

*Additional classification (cpv):* 79415000 Production management consultancy services

*Additional classification (cpv):* 79414000 Human resources management consultancy services

*Additional classification (cpv):* 79993000 Building and facilities management services

*Additional classification (cpv):* 79420000 Management-related services

*Additional classification (cpv):* 48783000 Content management software package

*Additional classification (cpv):* 48421000 Facilities management software package

*Additional classification (cpv):* 48411000 Investment management software package

*Additional classification (cpv):* 48781000 System management software package

*Additional classification (cpv):* 72212311 Document management software development services

*Additional classification (cpv):* 72224000 Project management consultancy services

*Additional classification (cpv):* 48480000 Sales, marketing and business intelligence software package

*Additional classification (cpv):* 79342000 Marketing services

*Additional classification (cpv):* 79340000 Advertising and marketing services

*Additional classification (cpv):* 79000000 Business services: law, marketing, consulting, recruitment, printing and security

*Additional classification (cpv):* 72212481 Sales or marketing software development services

*Additional classification (cpv):* 72212450 Time accounting or human resources software development services

*Additional classification (cpv):* 48440000 Financial analysis and accounting software package

#### **5.1.2 Place of performance**

*Town:* Carrick on Shannon

*Country subdivision (NUTS):* A Coruña (ES111)

*Country:* Ireland

*Additional information:*

### **5.1.3 Estimated duration**

*Duration:* 36 Month

### **5.1.5 Value**

*Estimated value excluding VAT:* 15 000 Euro

### **5.1.6 General information**

*Reserved participation:* Participation is not reserved.  
Procurement Project not financed with EU Funds.

### **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:* 31/07/2029 00:00 +01:00

*Address of the procurement documents:* <https://www.etenders.gov.ie/epps/cft/listContractDocuments.do?resourceId=8112574>

### **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=8112574>

*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:* 31/07/2029 00:30 +01:00

*Information about public opening:*

*Opening date:* 31/07/2029 01:00 +01:00

*Place:* <https://www.etenders.gov.ie/epps/cft/prepareViewCfTWS.do?resourceId=8112574>

*Terms of contract:*

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

### **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:* Leitrim County Council\_2136

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

*Organisation receiving requests to participate:* Leitrim County Council\_2136

*Organisation processing tenders:* Leitrim County Council\_2136

## **5.1 Lot: LOT-0004**

*Title:* Sales and Marketing

*Description:* The purpose of this Contract Notice is to establish a Panel of Mentors for a range of Lots as noted at section 2.2 of the RFT for the Local Enterprise Office in Leitrim County Council. LEO Leitrim is compiling a panel of mentors, from which future mentor assignments for a 3-year period will be selected. Applications are invited from mentors with appropriate skills and experience that wish to be included in the LEO Leitrim mentor panel. Applications will be accepted throughout the lifecycle of the Panel at any stage, however in order to be considered for the first tranche of contracts, applicants should apply by 1st June 2026. The existing Panel will expire on the 31st July 2026, and will be replaced by this Panel which will operate from 1st August 2026 for a period of 3 years.

*Internal identifier:* 4

### **5.1.1 Purpose**

*Main nature of the contract:* Services

*Main classification (cpv):* 79412000 Financial management consultancy services

*Additional classification (cpv):* 79413000 Marketing management consultancy services

*Additional classification (cpv):* 79415000 Production management consultancy services

*Additional classification (cpv):* 79414000 Human resources management consultancy services

*Additional classification (cpv):* 79993000 Building and facilities management services

*Additional classification (cpv):* 79420000 Management-related services

*Additional classification (cpv):* 48783000 Content management software package

*Additional classification (cpv):* 48421000 Facilities management software package

*Additional classification (cpv):* 48411000 Investment management software package

*Additional classification (cpv):* 48781000 System management software package

*Additional classification (cpv):* 72212311 Document management software development services

*Additional classification (cpv):* 72224000 Project management consultancy services

*Additional classification (cpv):* 48480000 Sales, marketing and business intelligence software package

*Additional classification (cpv):* 79342000 Marketing services

*Additional classification (cpv):* 79340000 Advertising and marketing services

*Additional classification (cpv):* 79000000 Business services: law, marketing, consulting, recruitment, printing and security

*Additional classification (cpv):* 72212481 Sales or marketing software development services

*Additional classification (cpv):* 72212450 Time accounting or human resources software development services

*Additional classification (cpv):* 48440000 Financial analysis and accounting software package

### **5.1.2 Place of performance**

*Town:* Carrick on Shannon

*Country subdivision (NUTS):* A Coruña (ES111)

*Country:* Ireland

*Additional information:*

### **5.1.3 Estimated duration**

*Duration:* 36 Month

### **5.1.5 Value**

*Estimated value excluding VAT:* 15 000 Euro

### **5.1.6 General information**

*Reserved participation:* Participation is not reserved.

Procurement Project not financed with EU Funds.

### **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:* 31/07/2029 00:00 +01:00

*Address of the procurement documents:* <https://www.etenders.gov.ie/epps/cft/listContractDocuments.do?resourceId=8112574>

#### **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=8112574>

*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:* 31/07/2029 00:30 +01:00

*Information about public opening:*

*Opening date:* 31/07/2029 01:00 +01:00

*Place:* <https://www.etenders.gov.ie/epps/cft/prepareViewCfTWS.do?resourceId=8112574>

*Terms of contract:*

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

#### **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:* Leitrim County Council\_2136

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

*Organisation receiving requests to participate:* Leitrim County Council\_2136

*Organisation processing tenders:* Leitrim County Council\_2136

#### **5.1 Lot: LOT-0005**

*Title:* Human Resources and Health and Safety

*Description:* The purpose of this Contract Notice is to establish a Panel of Mentors for a range of Lots as noted at section 2.2 of the RFT for the Local Enterprise Office in Leitrim County Council. LEO Leitrim is compiling a panel of mentors, from which future mentor assignments for a 3-year period will be selected. Applications are invited from mentors with appropriate skills and experience that wish to be included in the LEO Leitrim mentor panel. Applications will be accepted throughout the lifecycle of the Panel at any stage, however in order to be considered for the first tranche of contracts, applicants should apply by 1st June 2026. The existing Panel will expire on the 31st July 2026, and will be replaced by this Panel which will operate from 1st August 2026 for a period of 3 years.

*Internal identifier:* 5

#### **5.1.1 Purpose**

*Main nature of the contract:* Services

*Main classification (cpv):* 79412000 Financial management consultancy services  
*Additional classification (cpv):* 79413000 Marketing management consultancy services  
*Additional classification (cpv):* 79415000 Production management consultancy services  
*Additional classification (cpv):* 79414000 Human resources management consultancy services  
*Additional classification (cpv):* 79993000 Building and facilities management services  
*Additional classification (cpv):* 79420000 Management-related services  
*Additional classification (cpv):* 48783000 Content management software package  
*Additional classification (cpv):* 48421000 Facilities management software package  
*Additional classification (cpv):* 48411000 Investment management software package  
*Additional classification (cpv):* 48781000 System management software package  
*Additional classification (cpv):* 72212311 Document management software development services  
*Additional classification (cpv):* 72224000 Project management consultancy services  
*Additional classification (cpv):* 48480000 Sales, marketing and business intelligence software package  
*Additional classification (cpv):* 79342000 Marketing services  
*Additional classification (cpv):* 79340000 Advertising and marketing services  
*Additional classification (cpv):* 79000000 Business services: law, marketing, consulting, recruitment, printing and security  
*Additional classification (cpv):* 72212481 Sales or marketing software development services  
*Additional classification (cpv):* 72212450 Time accounting or human resources software development services  
*Additional classification (cpv):* 48440000 Financial analysis and accounting software package

#### **5.1.2 Place of performance**

*Town:* Carrick on Shannon  
*Country subdivision (NUTS):* A Coruña (ES111)  
*Country:* Ireland  
*Additional information:*

#### **5.1.3 Estimated duration**

*Duration:* 36 Month

#### **5.1.5 Value**

*Estimated value excluding VAT:* 15 000 Euro

#### **5.1.6 General information**

*Reserved participation:* Participation is not reserved.  
Procurement Project not financed with EU Funds.

#### **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:* 31/07/2029 00:00 +01:00  
*Address of the procurement documents:* <https://www.etenders.gov.ie/epps/cft/listContractDocuments.do?resourceId=8112574>

#### **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=8112574>

*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:* 31/07/2029 00:30 +01:00

*Information about public opening:*

*Opening date:* 31/07/2029 01:00 +01:00

*Place:* <https://www.etenders.gov.ie/epps/cft/prepareViewCfTWS.do?resourceId=8112574>

*Terms of contract:*

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

### **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:* Leitrim County Council\_2136

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

*Organisation receiving requests to participate:* Leitrim County Council\_2136

*Organisation processing tenders:* Leitrim County Council\_2136

### **5.1 Lot: LOT-0006**

*Title:* Food and Drink

*Description:* The purpose of this Contract Notice is to establish a Panel of Mentors for a range of Lots as noted at section 2.2 of the RFT for the Local Enterprise Office in Leitrim County Council. LEO Leitrim is compiling a panel of mentors, from which future mentor assignments for a 3-year period will be selected. Applications are invited from mentors with appropriate skills and experience that wish to be included in the LEO Leitrim mentor panel. Applications will be accepted throughout the lifecycle of the Panel at any stage, however in order to be considered for the first tranche of contracts, applicants should apply by 1st June 2026. The existing Panel will expire on the 31st July 2026, and will be replaced by this Panel which will operate from 1st August 2026 for a period of 3 years.

*Internal identifier:* 6

#### **5.1.1 Purpose**

*Main nature of the contract:* Services

*Main classification (cpv):* 79412000 Financial management consultancy services

*Additional classification (cpv):* 79413000 Marketing management consultancy services

*Additional classification (cpv):* 79415000 Production management consultancy services

*Additional classification (cpv):* 79414000 Human resources management consultancy services

*Additional classification (cpv):* 79993000 Building and facilities management services

*Additional classification (cpv):* 79420000 Management-related services

*Additional classification (cpv):* 48783000 Content management software package

*Additional classification (cpv):* 48421000 Facilities management software package

*Additional classification (cpv):* 48411000 Investment management software package

*Additional classification (cpv):* 48781000 System management software package

*Additional classification (cpv):* 72212311 Document management software development services

*Additional classification (cpv):* 72224000 Project management consultancy services

*Additional classification (cpv):* 48480000 Sales, marketing and business intelligence software package

*Additional classification (cpv): 79342000 Marketing services*

*Additional classification (cpv): 79340000 Advertising and marketing services*

*Additional classification (cpv): 79000000 Business services: law, marketing, consulting, recruitment, printing and security*

*Additional classification (cpv): 72212481 Sales or marketing software development services*

*Additional classification (cpv): 72212450 Time accounting or human resources software development services*

*Additional classification (cpv): 48440000 Financial analysis and accounting software package*

### **5.1.2 Place of performance**

*Town:* Carrick on Shannon

*Country subdivision (NUTS):* A Coruña (ES111)

*Country:* Ireland

*Additional information:*

### **5.1.3 Estimated duration**

*Duration:* 36 Month

### **5.1.5 Value**

*Estimated value excluding VAT:* 15 000 Euro

### **5.1.6 General information**

*Reserved participation:* Participation is not reserved.

Procurement Project not financed with EU Funds.

### **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:* 31/07/2029 00:00 +01:00

*Address of the procurement documents:* <https://www.etenders.gov.ie/epps/cft/listContractDocuments.do?resourceId=8112574>

### **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=8112574>

*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:* 31/07/2029 00:30 +01:00

*Information about public opening:*

*Opening date:* 31/07/2029 01:00 +01:00

*Place:* <https://www.etenders.gov.ie/epps/cft/prepareViewCfTWS.do?resourceId=8112574>

*Terms of contract:*

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

### **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:* Leitrim County Council\_2136

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

*Organisation receiving requests to participate:* Leitrim County Council\_2136

*Organisation processing tenders:* Leitrim County Council\_2136

#### **5.1 Lot: LOT-0007**

*Title:* Design, Craft and Creative Sectors

*Description:* The purpose of this Contract Notice is to establish a Panel of Mentors for a range of Lots as noted at section 2.2 of the RFT for the Local Enterprise Office in Leitrim County Council. LEO Leitrim is compiling a panel of mentors, from which future mentor assignments for a 3-year period will be selected. Applications are invited from mentors with appropriate skills and experience that wish to be included in the LEO Leitrim mentor panel. Applications will be accepted throughout the lifecycle of the Panel at any stage, however in order to be considered for the first tranche of contracts, applicants should apply by 1st June 2026. The existing Panel will expire on the 31st July 2026, and will be replaced by this Panel which will operate from 1st August 2026 for a period of 3 years.

*Internal identifier:* 7

#### **5.1.1 Purpose**

*Main nature of the contract:* Services

*Main classification (cpv):* 79412000 Financial management consultancy services

*Additional classification (cpv):* 79413000 Marketing management consultancy services

*Additional classification (cpv):* 79415000 Production management consultancy services

*Additional classification (cpv):* 79414000 Human resources management consultancy services

*Additional classification (cpv):* 79993000 Building and facilities management services

*Additional classification (cpv):* 79420000 Management-related services

*Additional classification (cpv):* 48783000 Content management software package

*Additional classification (cpv):* 48421000 Facilities management software package

*Additional classification (cpv):* 48411000 Investment management software package

*Additional classification (cpv):* 48781000 System management software package

*Additional classification (cpv):* 72212311 Document management software development services

*Additional classification (cpv):* 72224000 Project management consultancy services

*Additional classification (cpv):* 48480000 Sales, marketing and business intelligence software package

*Additional classification (cpv):* 79342000 Marketing services

*Additional classification (cpv):* 79340000 Advertising and marketing services

*Additional classification (cpv):* 79000000 Business services: law, marketing, consulting, recruitment, printing and security

*Additional classification (cpv):* 72212481 Sales or marketing software development services

*Additional classification (cpv):* 72212450 Time accounting or human resources software development services

*Additional classification (cpv):* 48440000 Financial analysis and accounting software package

#### **5.1.2 Place of performance**

*Country subdivision (NUTS):* A Coruña (ES111)

*Country:* Ireland

*Additional information:*

### **5.1.3 Estimated duration**

*Duration:* 36 Month

### **5.1.5 Value**

*Estimated value excluding VAT:* 15 000 Euro

### **5.1.6 General information**

*Reserved participation:* Participation is not reserved.

Procurement Project not financed with EU Funds.

### **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:* 31/07/2029 00:00 +01:00

*Address of the procurement documents:* <https://www.etenders.gov.ie/epps/cft/listContractDocuments.do?resourceId=8112574>

### **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=8112574>

*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:* 31/07/2029 00:30 +01:00

*Information about public opening:*

*Opening date:* 31/07/2029 01:00 +01:00

*Place:* <https://www.etenders.gov.ie/epps/cft/prepareViewCfTWS.do?resourceId=8112574>

*Terms of contract:*

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

### **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:* Leitrim County Council\_2136

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

*Organisation receiving requests to participate:* Leitrim County Council\_2136

*Organisation processing tenders:* Leitrim County Council\_2136

### **5.1 Lot: LOT-0008**

*Title:* IP / Legal Services (including Patents and Trademarks)

*Description:* The purpose of this Contract Notice is to establish a Panel of Mentors for a range of Lots as noted at section 2.2 of the RFT for the Local Enterprise Office in Leitrim County Council. LEO Leitrim is compiling a panel of mentors, from which future mentor assignments for a 3-year period will be selected. Applications are invited from mentors with appropriate skills and experience that wish to be included in the LEO Leitrim mentor panel. Applications will be accepted throughout the lifecycle of the Panel at any stage, however in order to be considered for the first tranche of contracts, applicants should apply by 1st June 2026. The existing Panel will expire on the 31st July 2026, and will be replaced by this Panel which will operate from 1st August 2026 for a period of 3 years.

*Internal identifier:* 8

### **5.1.1 Purpose**

*Main nature of the contract:* Services

*Main classification (cpv):* 79412000 Financial management consultancy services

*Additional classification (cpv):* 79413000 Marketing management consultancy services

*Additional classification (cpv):* 79415000 Production management consultancy services

*Additional classification (cpv):* 79414000 Human resources management consultancy services

*Additional classification (cpv):* 79993000 Building and facilities management services

*Additional classification (cpv):* 79420000 Management-related services

*Additional classification (cpv):* 48783000 Content management software package

*Additional classification (cpv):* 48421000 Facilities management software package

*Additional classification (cpv):* 48411000 Investment management software package

*Additional classification (cpv):* 48781000 System management software package

*Additional classification (cpv):* 72212311 Document management software development services

*Additional classification (cpv):* 72224000 Project management consultancy services

*Additional classification (cpv):* 48480000 Sales, marketing and business intelligence software package

*Additional classification (cpv):* 79342000 Marketing services

*Additional classification (cpv):* 79340000 Advertising and marketing services

*Additional classification (cpv):* 79000000 Business services: law, marketing, consulting, recruitment, printing and security

*Additional classification (cpv):* 72212481 Sales or marketing software development services

*Additional classification (cpv):* 72212450 Time accounting or human resources software development services

*Additional classification (cpv):* 48440000 Financial analysis and accounting software package

### **5.1.2 Place of performance**

*Town:* Carrick on Shannon

*Country subdivision (NUTS):* A Coruña (ES111)

*Country:* Ireland

*Additional information:*

### **5.1.3 Estimated duration**

*Duration:* 36 Month

### **5.1.5 Value**

*Estimated value excluding VAT:* 15 000 Euro

### **5.1.6 General information**

*Reserved participation:* Participation is not reserved.

Procurement Project not financed with EU Funds.

### **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: 31/07/2029 00:00 +01:00

Address of the procurement documents: <https://www.etenders.gov.ie/epps/cft/listContractDocuments.do?resourceId=8112574>

#### **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=8112574>

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: 31/07/2029 00:30 +01:00

Information about public opening:

Opening date: 31/07/2029 01:00 +01:00

Place: <https://www.etenders.gov.ie/epps/cft/prepareViewCfTWS.do?resourceId=8112574>

Terms of contract:

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

#### **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: Leitrim County Council\_2136

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

Organisation receiving requests to participate: Leitrim County Council\_2136

Organisation processing tenders: Leitrim County Council\_2136

#### **5.1 Lot: LOT-0009**

Title: Website / SEO / Technology

Description: The purpose of this Contract Notice is to establish a Panel of Mentors for a range of Lots as noted at section 2.2 of the RFT for the Local Enterprise Office in Leitrim County Council. LEO Leitrim is compiling a panel of mentors, from which future mentor assignments for a 3-year period will be selected. Applications are invited from mentors with appropriate skills and experience that wish to be included in the LEO Leitrim mentor panel. Applications will be accepted throughout the lifecycle of the Panel at any stage, however in order to be considered for the first tranche of contracts, applicants should apply by 1st June 2026. The existing Panel will expire on the 31st July 2026, and will be replaced by this Panel which will operate from 1st August 2026 for a period of 3 years.

Internal identifier: 9

#### **5.1.1 Purpose**

Main nature of the contract: Services

Main classification (cpv): 79412000 Financial management consultancy services

Additional classification (cpv): 79413000 Marketing management consultancy services

*Additional classification (cpv): 79415000 Production management consultancy services*  
*Additional classification (cpv): 79414000 Human resources management consultancy services*  
*Additional classification (cpv): 79993000 Building and facilities management services*  
*Additional classification (cpv): 79420000 Management-related services*  
*Additional classification (cpv): 48783000 Content management software package*  
*Additional classification (cpv): 48421000 Facilities management software package*  
*Additional classification (cpv): 48411000 Investment management software package*  
*Additional classification (cpv): 48781000 System management software package*  
*Additional classification (cpv): 72212311 Document management software development services*  
*Additional classification (cpv): 72224000 Project management consultancy services*  
*Additional classification (cpv): 48480000 Sales, marketing and business intelligence software package*  
*Additional classification (cpv): 79342000 Marketing services*  
*Additional classification (cpv): 79340000 Advertising and marketing services*  
*Additional classification (cpv): 79000000 Business services: law, marketing, consulting, recruitment, printing and security*  
*Additional classification (cpv): 72212481 Sales or marketing software development services*  
*Additional classification (cpv): 72212450 Time accounting or human resources software development services*  
*Additional classification (cpv): 48440000 Financial analysis and accounting software package*

### **5.1.2 Place of performance**

*Country subdivision (NUTS): A Coruña (ES111)*

*Country: Ireland*

*Additional information:*

### **5.1.3 Estimated duration**

*Duration: 36 Month*

### **5.1.5 Value**

*Estimated value excluding VAT: 15 000 Euro*

### **5.1.6 General information**

*Reserved participation: Participation is not reserved.*

*Procurement Project not financed with EU Funds.*

### **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: 31/07/2029 00:00 +01:00*

*Address of the procurement documents: <https://www.etenders.gov.ie/epps/cft/listContractDocuments.do?resourceId=8112574>*

### **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=8112574>*

*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:* 31/07/2029 00:30 +01:00

*Information about public opening:*

*Opening date:* 31/07/2029 01:00 +01:00

*Place:* <https://www.etenders.gov.ie/epps/cft/prepareViewCfTWS.do?resourceId=8112574>

*Terms of contract:*

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

### **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:* Leitrim County Council\_2136

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

*Organisation receiving requests to participate:* Leitrim County Council\_2136

*Organisation processing tenders:* Leitrim County Council\_2136

### **5.1 Lot: LOT-0010**

*Title:* Health, Wellbeing and Fitness

*Description:* The purpose of this Contract Notice is to establish a Panel of Mentors for a range of Lots as noted at section 2.2 of the RFT for the Local Enterprise Office in Leitrim County Council. LEO Leitrim is compiling a panel of mentors, from which future mentor assignments for a 3-year period will be selected. Applications are invited from mentors with appropriate skills and experience that wish to be included in the LEO Leitrim mentor panel. Applications will be accepted throughout the lifecycle of the Panel at any stage, however in order to be considered for the first tranche of contracts, applicants should apply by 1st June 2026. The existing Panel will expire on the 31st July 2026, and will be replaced by this Panel which will operate from 1st August 2026 for a period of 3 years.

*Internal identifier:* 10

#### **5.1.1 Purpose**

*Main nature of the contract:* Services

*Main classification (cpv):* 79412000 Financial management consultancy services

*Additional classification (cpv):* 79413000 Marketing management consultancy services

*Additional classification (cpv):* 79415000 Production management consultancy services

*Additional classification (cpv):* 79414000 Human resources management consultancy services

*Additional classification (cpv):* 79993000 Building and facilities management services

*Additional classification (cpv):* 79420000 Management-related services

*Additional classification (cpv):* 48783000 Content management software package

*Additional classification (cpv):* 48421000 Facilities management software package

*Additional classification (cpv):* 48411000 Investment management software package

*Additional classification (cpv):* 48781000 System management software package

*Additional classification (cpv):* 72212311 Document management software development services

*Additional classification (cpv):* 72224000 Project management consultancy services

*Additional classification (cpv):* 48480000 Sales, marketing and business intelligence software package

*Additional classification (cpv):* 79342000 Marketing services

*Additional classification (cpv):* 79340000 Advertising and marketing services

*Additional classification (cpv): 79000000 Business services: law, marketing, consulting, recruitment, printing and security*

*Additional classification (cpv): 72212481 Sales or marketing software development services*

*Additional classification (cpv): 72212450 Time accounting or human resources software development services*

*Additional classification (cpv): 48440000 Financial analysis and accounting software package*

### **5.1.2 Place of performance**

*Country subdivision (NUTS): A Coruña (ES111)*

*Country: Ireland*

*Additional information:*

### **5.1.3 Estimated duration**

*Duration: 36 Month*

### **5.1.5 Value**

*Estimated value excluding VAT: 15 000 Euro*

### **5.1.6 General information**

*Reserved participation: Participation is not reserved.*

*Procurement Project not financed with EU Funds.*

### **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: 31/07/2029 00:00 +01:00*

*Address of the procurement documents: <https://www.etenders.gov.ie/epps/cft/listContractDocuments.do?resourceId=8112574>*

### **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=8112574>*

*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: 31/07/2029 00:30 +01:00*

*Information about public opening:*

*Opening date: 31/07/2029 01:00 +01:00*

*Place: <https://www.etenders.gov.ie/epps/cft/prepareViewCfTWS.do?resourceId=8112574>*

*Terms of contract:*

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

### **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:* Leitrim County Council\_2136

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

*Organisation receiving requests to participate:* Leitrim County Council\_2136

*Organisation processing tenders:* Leitrim County Council\_2136

#### **5.1 Lot: LOT-0011**

*Title:* Exporting / Supply Chain and Logistics

*Description:* The purpose of this Contract Notice is to establish a Panel of Mentors for a range of Lots as noted at section 2.2 of the RFT for the Local Enterprise Office in Leitrim County Council. LEO Leitrim is compiling a panel of mentors, from which future mentor assignments for a 3-year period will be selected. Applications are invited from mentors with appropriate skills and experience that wish to be included in the LEO Leitrim mentor panel. Applications will be accepted throughout the lifecycle of the Panel at any stage, however in order to be considered for the first tranche of contracts, applicants should apply by 1st June 2026. The existing Panel will expire on the 31st July 2026, and will be replaced by this Panel which will operate from 1st August 2026 for a period of 3 years.

*Internal identifier:* 11

#### **5.1.1 Purpose**

*Main nature of the contract:* Services

*Main classification (cpv):* 79412000 Financial management consultancy services

*Additional classification (cpv):* 79413000 Marketing management consultancy services

*Additional classification (cpv):* 79415000 Production management consultancy services

*Additional classification (cpv):* 79414000 Human resources management consultancy services

*Additional classification (cpv):* 79993000 Building and facilities management services

*Additional classification (cpv):* 79420000 Management-related services

*Additional classification (cpv):* 48783000 Content management software package

*Additional classification (cpv):* 48421000 Facilities management software package

*Additional classification (cpv):* 48411000 Investment management software package

*Additional classification (cpv):* 48781000 System management software package

*Additional classification (cpv):* 72212311 Document management software development services

*Additional classification (cpv):* 72224000 Project management consultancy services

*Additional classification (cpv):* 48480000 Sales, marketing and business intelligence software package

*Additional classification (cpv):* 79342000 Marketing services

*Additional classification (cpv):* 79340000 Advertising and marketing services

*Additional classification (cpv):* 79000000 Business services: law, marketing, consulting, recruitment, printing and security

*Additional classification (cpv):* 72212481 Sales or marketing software development services

*Additional classification (cpv):* 72212450 Time accounting or human resources software development services

*Additional classification (cpv):* 48440000 Financial analysis and accounting software package

#### **5.1.2 Place of performance**

*Country subdivision (NUTS):* A Coruña (ES111)

*Country:* Ireland

*Additional information:*

#### **5.1.3 Estimated duration**

*Duration:* 36 Month

### **5.1.5 Value**

*Estimated value excluding VAT:* 15 000 Euro

### **5.1.6 General information**

*Reserved participation:* Participation is not reserved.

Procurement Project not financed with EU Funds.

### **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:* 31/07/2029 00:00 +01:00

*Address of the procurement documents:* <https://www.etenders.gov.ie/epps/cft/listContractDocuments.do?resourceId=8112574>

### **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=8112574>

*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:* 31/07/2029 00:30 +01:00

*Information about public opening:*

*Opening date:* 31/07/2029 01:00 +01:00

*Place:* <https://www.etenders.gov.ie/epps/cft/prepareViewCfTWS.do?resourceId=8112574>

*Terms of contract:*

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

### **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:* Leitrim County Council\_2136

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

*Organisation receiving requests to participate:* Leitrim County Council\_2136

*Organisation processing tenders:* Leitrim County Council\_2136

### **5.1 Lot: LOT-0012**

*Title:* Green Business

*Description:* The purpose of this Contract Notice is to establish a Panel of Mentors for a range of Lots as noted at section 2.2 of the RFT for the Local Enterprise Office in Leitrim County Council. LEO Leitrim is compiling a panel of mentors, from which future mentor assignments for a 3-year period will be selected. Applications are invited from

mentors with appropriate skills and experience that wish to be included in the LEO Leitrim mentor panel. Applications will be accepted throughout the lifecycle of the Panel at any stage, however in order to be considered for the first tranche of contracts, applicants should apply by 1st June 2026. The existing Panel will expire on the 31st July 2026, and will be replaced by this Panel which will operate from 1st August 2026 for a period of 3 years.

*Internal identifier:* 12

### **5.1.1 Purpose**

*Main nature of the contract:* Services

*Main classification (cpv):* 79412000 Financial management consultancy services

*Additional classification (cpv):* 79413000 Marketing management consultancy services

*Additional classification (cpv):* 79415000 Production management consultancy services

*Additional classification (cpv):* 79414000 Human resources management consultancy services

*Additional classification (cpv):* 79993000 Building and facilities management services

*Additional classification (cpv):* 79420000 Management-related services

*Additional classification (cpv):* 48783000 Content management software package

*Additional classification (cpv):* 48421000 Facilities management software package

*Additional classification (cpv):* 48411000 Investment management software package

*Additional classification (cpv):* 48781000 System management software package

*Additional classification (cpv):* 72212311 Document management software development services

*Additional classification (cpv):* 72224000 Project management consultancy services

*Additional classification (cpv):* 48480000 Sales, marketing and business intelligence software package

*Additional classification (cpv):* 79342000 Marketing services

*Additional classification (cpv):* 79340000 Advertising and marketing services

*Additional classification (cpv):* 79000000 Business services: law, marketing, consulting, recruitment, printing and security

*Additional classification (cpv):* 72212481 Sales or marketing software development services

*Additional classification (cpv):* 72212450 Time accounting or human resources software development services

*Additional classification (cpv):* 48440000 Financial analysis and accounting software package

### **5.1.2 Place of performance**

*Country subdivision (NUTS):* A Coruña (ES111)

*Country:* Ireland

*Additional information:*

### **5.1.3 Estimated duration**

*Duration:* 36 Month

### **5.1.5 Value**

*Estimated value excluding VAT:* 15 000 Euro

### **5.1.6 General information**

*Reserved participation:* Participation is not reserved.

Procurement Project not financed with EU Funds.

### **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: 31/07/2029 00:00 +01:00  
Address of the procurement documents: <https://www.etenders.gov.ie/epps/cft/listContractDocuments.do?resourceId=8112574>

#### **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=8112574>

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: 31/07/2029 00:30 +01:00

Information about public opening:

Opening date: 31/07/2029 01:00 +01:00

Place: <https://www.etenders.gov.ie/epps/cft/prepareViewCFTWS.do?resourceId=8112574>

Terms of contract:

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

#### **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: Leitrim County Council\_2136

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

Organisation receiving requests to participate: Leitrim County Council\_2136

Organisation processing tenders: Leitrim County Council\_2136

#### **5.1 Lot: LOT-0013**

Title: Retail Sector / Tourism Business

Description: The purpose of this Contract Notice is to establish a Panel of Mentors for a range of Lots as noted at section 2.2 of the RFT for the Local Enterprise Office in Leitrim County Council. LEO Leitrim is compiling a panel of mentors, from which future mentor assignments for a 3-year period will be selected. Applications are invited from mentors with appropriate skills and experience that wish to be included in the LEO Leitrim mentor panel. Applications will be accepted throughout the lifecycle of the Panel at any stage, however in order to be considered for the first tranche of contracts, applicants should apply by 1st June 2026. The existing Panel will expire on the 31st July 2026, and will be replaced by this Panel which will operate from 1st August 2026 for a period of 3 years.

Internal identifier: 13

##### **5.1.1 Purpose**

Main nature of the contract: Services

Main classification (cpv): 79412000 Financial management consultancy services

Additional classification (cpv): 79413000 Marketing management consultancy services

Additional classification (cpv): 79415000 Production management consultancy services

Additional classification (cpv): 79414000 Human resources management consultancy services

Additional classification (cpv): 79993000 Building and facilities management services

Additional classification (cpv): 79420000 Management-related services

*Additional classification (cpv): 48783000 Content management software package*  
*Additional classification (cpv): 48421000 Facilities management software package*  
*Additional classification (cpv): 48411000 Investment management software package*  
*Additional classification (cpv): 48781000 System management software package*  
*Additional classification (cpv): 72212311 Document management software development services*  
*Additional classification (cpv): 72224000 Project management consultancy services*  
*Additional classification (cpv): 48480000 Sales, marketing and business intelligence software package*  
*Additional classification (cpv): 79342000 Marketing services*  
*Additional classification (cpv): 79340000 Advertising and marketing services*  
*Additional classification (cpv): 79000000 Business services: law, marketing, consulting, recruitment, printing and security*  
*Additional classification (cpv): 72212481 Sales or marketing software development services*  
*Additional classification (cpv): 72212450 Time accounting or human resources software development services*  
*Additional classification (cpv): 48440000 Financial analysis and accounting software package*

### **5.1.2 Place of performance**

*Country subdivision (NUTS): A Coruña (ES111)*

*Country: Ireland*

*Additional information:*

### **5.1.3 Estimated duration**

*Duration: 36 Month*

### **5.1.5 Value**

*Estimated value excluding VAT: 15 000 Euro*

### **5.1.6 General information**

*Reserved participation: Participation is not reserved.*

*Procurement Project not financed with EU Funds.*

### **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: 31/07/2029 00:00 +01:00*

*Address of the procurement documents: <https://www.etenders.gov.ie/epps/cft/listContractDocuments.do?resourceId=8112574>*

### **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=8112574>*

*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: 31/07/2029 00:30 +01:00*

*Information about public opening:*

Opening date: 31/07/2029 01:00 +01:00

Place: <https://www.etenders.gov.ie/epps/cft/prepareViewCFTWS.do?resourceId=8112574>

Terms of contract:

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

### 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: Leitrim County Council\_2136

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

Organisation receiving requests to participate: Leitrim County Council\_2136

Organisation processing tenders: Leitrim County Council\_2136

### 5.1 Lot: LOT-0014

Title: Procurement and Public Tendering

Description: The purpose of this Contract Notice is to establish a Panel of Mentors for a range of Lots as noted at section 2.2 of the RFT for the Local Enterprise Office in Leitrim County Council. LEO Leitrim is compiling a panel of mentors, from which future mentor assignments for a 3-year period will be selected. Applications are invited from mentors with appropriate skills and experience that wish to be included in the LEO Leitrim mentor panel. Applications will be accepted throughout the lifecycle of the Panel at any stage, however in order to be considered for the first tranche of contracts, applicants should apply by 1st June 2026. The existing Panel will expire on the 31st July 2026, and will be replaced by this Panel which will operate from 1st August 2026 for a period of 3 years.

Internal identifier: 14

#### 5.1.1 Purpose

Main nature of the contract: Services

Main classification (cpv): 79412000 Financial management consultancy services

Additional classification (cpv): 79413000 Marketing management consultancy services

Additional classification (cpv): 79415000 Production management consultancy services

Additional classification (cpv): 79414000 Human resources management consultancy services

Additional classification (cpv): 79993000 Building and facilities management services

Additional classification (cpv): 79420000 Management-related services

Additional classification (cpv): 48783000 Content management software package

Additional classification (cpv): 48421000 Facilities management software package

Additional classification (cpv): 48411000 Investment management software package

Additional classification (cpv): 48781000 System management software package

Additional classification (cpv): 72212311 Document management software development services

Additional classification (cpv): 72224000 Project management consultancy services

Additional classification (cpv): 48480000 Sales, marketing and business intelligence software package

Additional classification (cpv): 79342000 Marketing services

Additional classification (cpv): 79340000 Advertising and marketing services

Additional classification (cpv): 79000000 Business services: law, marketing, consulting, recruitment, printing and security

Additional classification (cpv): 72212481 Sales or marketing software development services

Additional classification (cpv): 72212450 Time accounting or human resources software development services

Additional classification (cpv): 48440000 Financial analysis and accounting software package

### **5.1.2 Place of performance**

*Country subdivision (NUTS):* A Coruña (ES111)

*Country:* Ireland

*Additional information:*

### **5.1.3 Estimated duration**

*Duration:* 36 Month

### **5.1.5 Value**

*Estimated value excluding VAT:* 15 000 Euro

### **5.1.6 General information**

*Reserved participation:* Participation is not reserved.

Procurement Project not financed with EU Funds.

### **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:* 31/07/2029 00:00 +01:00

*Address of the procurement documents:* <https://www.etenders.gov.ie/epps/cft/listContractDocuments.do?resourceId=8112574>

### **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=8112574>

*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:* 31/07/2029 00:30 +01:00

*Information about public opening:*

*Opening date:* 31/07/2029 01:00 +01:00

*Place:* <https://www.etenders.gov.ie/epps/cft/prepareViewCfTWS.do?resourceId=8112574>

*Terms of contract:*

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

### **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:* Leitrim County Council\_2136

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

Organisation receiving requests to participate: Leitrim County Council\_2136

Organisation processing tenders: Leitrim County Council\_2136

## 8 Organisations

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### 8.1 ORG-0001

*Official name:* Leitrim County Council\_2136

*Registration number:* 00351211

*Postal address:* Aras an Chontae

*Town:* Leitrim

*Postcode:* N41PF67

*Country subdivision (NUTS):* A Coruña (ES111)

*Country:* Ireland

*Email:* [procurement@leitrimcoco.ie](mailto:procurement@leitrimcoco.ie)

*Telephone:* +353719620005

*Internet address:* <http://www.leitrim.ie>

*Buyer profile:* <http://www.leitrim.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](mailto: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](mailto:eproc-esender@eurodyn.com)

*Telephone:* +30 2108094500

*Roles of this organisation:*

Notice information

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*Notice identifier/version:* 254f8315-3f8c-420b-b40a-76f41d143e98 - 01

*Form type:* Competition

*Notice type:* Contract notice – light regime

*Notice dispatch date:* 13/05/2026 16:36 +01:00

*Languages in which this notice is officially available:* English