Ireland: Recruitment services
2026-036 Provision of Recruitment Services for Administrative and Business Support Roles for Enterprise Ireland

Contract or concession notice – standard regime

1 *Buyer*

1.1 *Buyer*

Official name: Enterprise Ireland
Legal type of the buyer: Body governed by public law
Activity of the contracting authority: Economic affairs

2 *Procedure*

2.1 *Procedure*

Title: 2026-036 Provision of Recruitment Services for Administrative and Business Support Roles for Enterprise Ireland
Description: Provision of Recruitment Services for Administrative and Business Support Roles for Enterprise Ireland. The Successful Tenderers will work with the Contracting Authority to implement and deliver fair, transparent, objective, cost effective and time efficient recruitment, assessment, selection and placement processes for Administrative and Business Support level roles (permanent, fixed-term contract and temporary) that arise within the Contracting Authority over the duration of the contract.
Procedure identifier: 022bc56d-25bb-4a8f-a86b-a5772a5ae428
Type of procedure: Open
The procedure is accelerated: *no*

2.1.1 *Purpose*

Main nature of the contract: Services
Main classification (cpv): 79600000 Recruitment services

2.1.2 *Place of performance*

Country subdivision (NUTS): Dublin (IE061)
Country: Ireland

2.1.3 *Value*

Estimated value excluding VAT: 800 000 *Euro*
Maximum value of the framework agreement: 800 000 *Euro*

2.1.4 *General information*

Legal basis:
Directive 2014/24/EU

2.1.6 *Grounds for exclusion*

Sources of grounds for exclusion: Procurement Document

5 *Lot*

5.1 *Lot*: LOT-0001

Title: 2026-036 Provision of Recruitment Services for Administrative and Business Support Roles for Enterprise Ireland

Description: Provision of Recruitment Services for Administrative and Business Support Roles for Enterprise Ireland. The Successful Tenderers will work with the Contracting Authority to implement and deliver fair, transparent, objective, cost effective and time efficient recruitment, assessment, selection and placement processes for Administrative and Business Support level roles (permanent, fixed-term contract and temporary) that arise within the Contracting Authority over the duration of the contract.

Internal identifier: 0

5.1.1 *Purpose*

Main nature of the contract: Services

Main classification (cpv): 79600000 Recruitment services

5.1.2 *Place of performance*

Country subdivision (NUTS): Dublin (IE061)

Country: Ireland

Additional information:

5.1.3 *Estimated duration*

Duration: 48 *Month*

5.1.5 *Value*

Estimated value excluding VAT: 800 000 *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: 14/12/2026 12:00 +00:00

Address of the procurement documents: https://www.etenders.gov.ie/epps/cft/listContractDocuments.do?resourceId=9528729

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=9528729

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: 23/12/2026 12:00 +00:00

Duration during which the tender must remain valid: 12 *Month*

Information about public opening:

Opening date: 23/12/2026 12:30 +00:00

Place: https://www.etenders.gov.ie/epps/cft/prepareViewCfTWS.do?resourceId=9528729

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:

Framework agreement, without reopening of competition

Maximum number of participants: 2

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: Enterprise Ireland

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

Organisation receiving requests to participate: Enterprise Ireland

Organisation processing tenders: Enterprise Ireland

8 *Organisations*

8.1 ORG-0001

Official name: Enterprise Ireland

Registration number: 00000000

Postal address: The Plaza, East Point Business Park

Town: Dublin

Postcode: D3 E5R6

Country subdivision (NUTS): Dublin (IE061)

Country: Ireland

Email: eoin.wallace@enterprise-ireland.com

Telephone: 01 7272000

Internet address: https://www.enterprise-ireland.com/en/

Buyer profile: https://www.enterprise-ireland.com/en/

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: d001f732-aab8-499e-9bed-e13b15367203 - 01
Form type: Competition
Notice type: Contract or concession notice – standard regime
Notice dispatch date: 23/11/2026 11:24 +00:00
Languages in which this notice is officially available: English