

Ireland: Foreign affairs and other services

Archival Records Reviewer (30 year rule) for the Department of Foreign Affairs and Trade

Contract or concession award notice – standard regime

1 Buyer

1.1 Buyer

Official name: Department of Foreign Affairs and Trade/An Roinn Gnóthaí Eachtracha agus Trádála

Legal type of the buyer: Central government authority

Activity of the contracting authority: General public services

2 Procedure

2.1 Procedure

Title: Archival Records Reviewer (30 year rule) for the Department of Foreign Affairs and Trade

Description: Under the terms of the National Archives Act (1986), departmental records over 30 years old must be reviewed, classified, processed, and transferred to the National Archives of Ireland annually. Following a media preview in December, the files are then made available for access to the public from 1st January. Archives Unit in the Department of Foreign Affairs and Trade requires the services of an Archival Records Reviewer/s to assist in this task by reading, reviewing, and classifying files prior to their transfer to the National Archives. The Department reserves the right to engage one or more qualified individual consultants from this tender competition to provide support for these services. The exact number of individuals to be appointed will be determined following evaluation of the tender responses received.

Procedure identifier: 15162099-1cf6-433a-a4ec-db8d8b66cc0f

Previous notice: 2e58c208-0f63-40fb-a7f1-8f23b2adc26b-01

Type of procedure: Open

The procedure is accelerated: no

2.1.1 Purpose

Main nature of the contract: Services

Main classification (cpv): 75210000 Foreign affairs and other services

Additional classification (cpv): 75211000 Foreign-affairs services

Additional classification (cpv): 92512000 Archive services

Additional classification (cpv): 92511000 Library services

2.1.2 Place of performance

Country subdivision (NUTS): Dublin (IE061)

Country: Ireland

2.1.3 Value

Estimated value excluding VAT: 104 400 Euro

2.1.4 General information

Legal basis:

Directive 2014/24/EU

5 Lot

5.1 Lot technical ID: LOT-0001

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Internal identifier: 0

5.1.1 Purpose

Main nature of the contract: Services

Main classification (cpv): 75210000 Foreign affairs and other services

Additional classification (cpv): 75211000 Foreign-affairs services

Additional classification (cpv): 92512000 Archive services

Additional classification (cpv): 92511000 Library services

5.1.2 Place of performance

Country subdivision (NUTS): Dublin (IE061)

Country: Ireland

Additional information:

5.1.3 Estimated duration

Duration: 3 Year

5.1.5 Value

Estimated value excluding VAT: 104 400 Euro

5.1.6 General information

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

Green Procurement Criteria: No Green Public Procurement criteria

5.1.10 Award criteria

Criterion:

Type: Quality

Description: Please refer to tender documents

Category of award threshold criterion: Weight (points, exact)

Award criterion number: 70

Criterion:

Type: Cost

Description: Please refer to tender documents

Category of award threshold criterion: Weight (points, exact)

Award criterion number: 30

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: Department of Foreign Affairs and Trade/An Roinn Gnóthaí Eachtracha agus Trádála
Organisation providing more information on the review procedures: The High Court of Ireland

6 Results

Value of all contracts awarded in this notice: 104 400 Euro

6.1 Result lot Identifier: LOT-0001

At least one winner was chosen.

6.1.2 Information about winners

Winner:

Official name: Pauline Conway

Tender:

Tender identifier: 000151481

Identifier of lot or group of lots: LOT-0001

Value of the tender: 104 400 Euro

Subcontracting: No

Contract information:

Identifier of the contract: 435060

Date of the conclusion of the contract: 13/02/2026

6.1.4 Statistical information

Received tenders or requests to participate:

Type of received submissions: Tenders

Number of tenders or requests to participate received: 1

8 Organisations

8.1 ORG-0001

Official name: Department of Foreign Affairs and Trade/An Roinn Gnóthaí Eachtracha agus Trádála

Registration number: Department of Foreign Affairs and Trade

Postal address: Iveagh House. 80 St Stephen's Green. Dublin 2.

Town: Dublin

Postcode: D02 VY53

Country subdivision (NUTS): Dublin (IE061)

Country: Ireland

Email: dfatenders@dfa.ie

Telephone: +353 14082000

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

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

Roles of this organisation:

Buyer

Organisation providing offline access to the procurement documents

8.1 ORG-0002

Official name: Pauline Conway

Size of the economic operator: Small

Registration number: 3009679Q

Postal address: 29 Wynberg Park Blackrock Co. Dublin

Town: Dublin

Postcode: A94P5P6

Country subdivision (NUTS): Dublin (IE061)

Country: Ireland

Email: pconway29@gmail.com

Telephone: 353 857815880

Roles of this organisation:

Tenderer

Winner of these lots: LOT-0001

8.1 ORG-0003

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-0004

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: f379cccc-338b-45c0-8d56-7449abc02f0f - 01

Form type: Result

Notice type: Contract or concession award notice – standard regime

Notice dispatch date: 17/02/2026 08:51 +00:00

Languages in which this notice is officially available: English