

Sligo Public Participation



Network

QUOTATION RESPONSE

DOCUMENT

Subject matter of Quotation	
Provision of Services for Sligo PPN : Community Outreach	
Name of Organisation submitting Quotation	
Contact Name	
Closing date for Submission	29 th January 2025
Quotations are to be returned to	
Email to: ppn@sligococo.ie	

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General Contact Information

Organisation Name:		
Contact Person:		
Position:		
Phone:		
Address:		
Email:		
Website:		
Date of Establishment, if applicable	VAT Registration No:	Legal Structure – partnership, limited company, etc.

Tax Information

Tax Clearance		Please confirm YES/NO	
I confirm and declare being tax compliant. The Contracting Authority can verify your tax clearance status through Revenue's online facility at http://www.revenue.ie/en/online/tax-clearance.html To this end, please confirm:		Yes	
		No	
Tenderer Name:			
Tenderer PPSN/ Tax Reference Number			
Access Number			
OR, I confirm that I hold a current valid paper Tax Clearance Certificate (generally relates to Non-Residents)			
Registration Number		Certificate Number	
OR, I confirm that I have applied for Tax Clearance status or a Tax Clearance Certificate which will be made available on request		Yes	
		No	

DECLARATION		
Declaration of Bona Fides		
	YES	NO
Has the Economic Operator or a member of their proposed consortium, (if applicable), Director, or Partner or any other person who has powers of representation, decision or control, been convicted of any of the following offences?	Please indicate your answer by marking 'X' in the relevant box	
participation in a criminal organisation		
corruption		
fraud		
the subject of a conviction for terrorist offences or offences linked to terrorist activities or for inciting or aiding or abetting or attempting to commit an offence;		
the subject of a conviction for money laundering or terrorist financing;		
the subject of a conviction of child labour and other forms of trafficking in human beings;		
is bankrupt or the subject of insolvency or winding-up proceedings, its assets are being administered by a liquidator or by the court, or has entered into an arrangement with creditors, suspended its business activities or is in any analogous situation arising from a similar procedure under national laws and regulations;		
Declaration re statutory obligations		
We confirm that we are fully compliant with the following legislation, or equivalent legislation in our country of establishment/operation:		
Employment Equality Acts 1998-2011		
Equal Status Acts 2000-2011		
National Minimum Wage Act 2000 as amended		
Organisation of Working Time Act 1997 as amended		
Safety, Health and Welfare at Work Act 2005 and Safety, Health and Welfare at Work (General Application) Regulations 2007		
Disability Act 2005		
Declaration re Data Protection		
We further confirm that all Data Subjects whose Personal Data is provided in our Tender have consented to the processing of such		

Personal Data by us, the Contracting Authority, the Evaluation Team and the supplier of the etenders.gov.ie website, for the purposes of our participation in this Competition or that we otherwise have a legal basis for providing such Personal Data to the Contracting Authority for the purposes of our participation in this Competition and that we will provide evidence of such consent and / or legal basis to the Contracting Authority upon request.”			
Confirmation re Sub-Contractors			
We have procedures in place to ensure that our subcontractors, if any are used for this contract, apply the same standards.			
NAME		SIGNATURE	

Quotation Form – Response to Cost Criterion

To:	Sligo PPN
From:	
I/We have examined the Request for Quotation and hereby offer to provide the requirements for the following fees:	

FIXED FEE	Total proposed Fee (Excluding VAT)	VAT Rate (%)	Total Fee proposed (Including VAT)
Proposed Total Fee for delivery of the Contract outlined in RFQ. <i>(To include all expenses).</i>	€		€

AND/OR

I/We confirm that I/we

- That our confirmation in the Declaration is true and accurate at the date of submission of this quotation.
- We will notify the Contracting Authority should any of the circumstances confirmed in the Declaration change.
- Will provide the services at the rates quoted, which are fully inclusive of all costs, charges and expenses.
- Agree that as a condition of award, it shall be our sole responsibility to fulfil the obligations under the Contract, notwithstanding any changes in circulars, laws, regulations, taxation, duties or other factors which might arise following the withdrawal of the United Kingdom from membership of the EU.
- Will keep this offer for the contract open for acceptance by you for a period of 3 months from the date of deadline for submission of quotations,
- Undertake to treat the details of this Request for Quotation, our response and any subsequent agreements as private and confidential,
- Agree that you are not bound to accept the most economically advantageous or any quotation you may receive,
- Fully understand the Contracting Authority's requirements and have availed of all offers for additional information or have otherwise satisfied myself/ourselves as to conditions that may in any manner affect the performance of the services required under the framework agreement,

- Have included for compliance with all statutory requirements applicable in Ireland and those applicable in any country where parts of the contract may be performed that are in force 7 days prior to the deadline for receipt of quotations,
- Will not, if awarded a contract employ labour in a manner that is discriminatory in relation to gender, race, religious beliefs, age etc.,

Signed:	
Name (in Capital Letters):	
On behalf of:	
Address:	
Telephone:	
Email:	
Date:	

Response to Qualitative Criteria

Criterion	Weighting	Maximum Marks
Understanding of Brief	20	20
Instructions	Demonstrates understanding of the work of PPNs and local structures that support public participation. Understanding of the community sector and how it operates.	
Service Providers' Response		

Please use this free text page(s) (i.e. don't type in the box) for your response.

Criterion	Weighting	Maximum Marks
Proposed Methodology	30	30
Instructions	Detailed outline of methods to be used to:	
Service Providers' Response		

Please use this free text page(s) (i.e. don't type in the box) for your response.

Criterion	Weighting	Maximum Marks
Quality of Previous Experience	30	30
Instructions	<p>Detail other projects you have worked on that relate to the community and voluntary sector and specifically PPNs.</p> <p>Experience working directly with a broad range of community groups and different approaches taken.</p>	
Service Providers' Response		

Please use this free text page(s) (i.e. don't type in the box) for your response.

Criterion	Weighting	Maximum Marks
Price	20	20
Instructions		
Service Providers' Response		

Please use this free text page(s) (i.e. don't type in the box) for your response.