



Corncrake/Traonach Conservation Programme (CTCP)

National Parks & Wildlife Service

Department of Housing, Local Government and Heritage

Corncrake/Traonach Conservation Programme (CTCP)-NPWS in conjunction with & Co Financed by Corncrake Traonach LIFE Project & LIFE on Machair Project – Invitation for Tenders-Contract for Services for the Provision of services for

Predation Risk Management Officers –15th of January 2024-15th of January 2025

Contracts - Areas of operation:

1. Inishowen- 120-125 days per annum
2. Fanad/Downings- 120-125 days per annum
3. West Donegal and Islands (A) 225-250 days per annum
4. West Donegal and Islands (B) 225-250 days per annum
5. North Mayo 350-375 days per annum (1.5 person contract)
6. South Mayo-Connemara- 300-325 days per annum (1.3 person contract)

General description

Breeding waders and Corncrake are in drastic decline; with most wader species along with Corncrake at critically low populations. Predation is a major risk factor for these ground nesting birds with mammalian (red fox, mink) and avian (such as grey crow) predation a key factor in decline.

The NPWS Corncrake/Traonach Conservation Programme (CTCP), Corncrake/ Traonach LIFE and LIFE on Machair projects (LIFE Projects) are working in geographically overlapping areas (Appendix III) with target species (ground nesting meadow birds) which require continuous predation risk management actions to try and bolster populations. Contractors are sought to deliver professional predation risk management services in these areas which are outlined as follows:

- Core areas where bird populations and actions must be prioritised
- Landscape zones which are wider landscape areas where predation risk management will benefit the core areas

Protection methods include: control of predators, habitat management, bird recording, local engagement, education and awareness, working as part of the CTCP and LIFE Project Teams to deliver its objectives.

All or one area operation area can be tendered for, however the tender must demonstrate capacity to provide dedicated coverage within each area. Where contracts are to be delivered by more than one individual, the details of the other operators must be provided as part of the tender.

The closing time and date for receipt of tenders is 21st of December 2023 by COB.

It is the policy of Department of Housing, Local Government and Heritage to open tenders promptly after the closing date. Cost of preparation of Tender: Corncrake/Traonach Conservation Programme (CTCP) is not responsible for any costs, charges or losses incurred by the Tenderer in the preparation of their tender.



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1. Introduction

The Predation Risk Management Officers will work under the auspices of the Corncrake/Traonach LIFE Project and LIFE on Machair Project and in conjunction with the National Parks and Wildlife Service Corncrake/Traonach Conservation Programme (CTCP)

The overall objective of **Corncrake/Traonach LIFE Project** is to improve the conservation status in Ireland of the corncrake by the enhancement of the Special Protection Area (SPA) network and surrounding farmland. <https://www.corncrakelife.ie/>

The overall objectives of the **LIFE on Machair project** are to improve the conservation status of Ireland's Machair grassland and fixed dune habitats and the ecological conditions for breeding waders and pollinators within the project sites. <https://www.lifeonmachair.ie/about/project-objectives/>

Corncrake and breeding wader numbers (ground nesting meadow birds) are in drastic decline; with some wader species along with Corncrake at critically low populations. Predation is a major risk factor for these ground nesting birds with mammalian (red fox, mink) and avian (such as grey crow) predation a key factor in decline.

The NPWS CTCP and both LIFE projects are working in geographically overlapping areas [Appendix I] with target species (ground nesting meadow birds) which require continuous predation risk management actions to try and bolster populations. In the maps showing the operation and core target areas, the rationale for areas is as follows:

- Core areas where actions for ground nesting meadow bird populations must be prioritised
- Operational zones' which are wider landscape areas (around the core areas) where predation risk management will benefit the core areas

With this in mind NPWS CTCP will align work flows and combine resources with Corncrake LIFE and LIFE on Machair to ensure comprehensive predation management for a trial period of 2 years (2024 and 2025).

The **Corncrake/Traonach LIFE Project** and the **LIFE on Machair Project** are hereinafter referred to as the **LIFE Projects** or **LIFE Project Team** unless one project only is specified. The National Parks and Wildlife Service Corncrake/Traonach Conservation Programme is hereinafter referred to as the **NPWS CTCP**.



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2. General Description of Role

The **NPWS CTCP** in conjunction with the **LIFE Projects** currently seek contractors to deliver the following services:

- Working with **LIFE Projects** and **NPWS CTCP** team and local links
- Predator Risk Assessment.
- Targeted predator control effort.
- Support to deliver habitat management works and the establishment of habitat
- Information and awareness
- Community engagement

These services to be delivered in each project area with a focus on both corncrake and breeding wader populations.

3. Terms

- Contract will run annually, with 3-month probationary period at the start of each year and a review process after 12 months.
- Necessary equipment (shotgun, suitable calibre centre fire bolt-action rifle, night-vision optics [where fox control is a priority], ammunition, bait etc.) and phone capable of operating the project data collection app to be provided by the tenderer.
- Applicants if successful must provide all necessary licences to carry out their duties from NPWS [Licences and Consents | National Parks & Wildlife Service \(npws.ie\)](https://www.npws.ie/licences-and-consents) and an Garda Síochána for firearms/electronic optics. Applicants must liaise with the Licensing Unit and provide details the licensing unit of their catches & records annually
- Certain traps, selected materials and supporting materials will be provided by the CTCP.
- Vouched expenses related to boat travel will be covered by the project where approved in advance by project management.
- Before the services contract can be awarded, the successful tenderer will be required to supply a Tax Clearance Access Number and Tax Reference Number. It is a condition that the successful tenderer shall, for the term of such contract, comply with all EU and domestic tax laws.
- Evidence of Public Liability and Employer Liability Insurance for the Consultant will be required before a contract is awarded.
- Successful contractors must provide a safe working method statement at the time of signing contracts.
- Successful contractors must also show proof of all necessary gun licences.
- Successful contractors must also show proof of all necessary hunting licences



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4. Tasks

4.1 Working with the LIFE Project Teams and the NPWS CTCP team and local links

- To work with the NPWS CTCP Team and the **Corncrake/Traonach LIFE Team** in the management and monitoring of bird location using a standardised protocol (corncrake census).
- To work with the **LIFE on Machair Team** in known key areas for breeding waders at LIFE on Machair project sites (and other connected sites where relevant).
- To work with the **NPWS CTCP, Corncrake/Traonach LIFE Team** to identify habitat management agreements and grant schemes relevant to the protection of habitats.
- To visit sites with the **LIFE Project Teams** to review areas used by corncrakes and breeding waders, and to review existing knowledge of predator pressure (fox dens, hooded crow roosts, mink scats as well as other non-target predator pressures)
- Work with existing predator control efforts any wider NPWS or BWI effort, , other ground nesting bird focussed projects) where directed
- Work with local gun clubs where directed
- Contact farmers in target areas (they will have been contacted in advance to let them know about the project).
- Attend induction with the **LIFE Teams** and other project teams involved in similar work – ensuring consistency in approach, network for learning and support.
- Developing and implementing site-specific conservation interventions (e.g. revegetation, predator control) to address acute threats to the targeted habitats and species.

4.2 Predator Risk Assessment

- To assist the **NPWS CTCP Team** and the **LIFE Teams** and their associates on predation risk management, research and other tasks related to the day-to-day needs of the project.
- Review sites in terms of predator risk (cover, roost sites, den sites, corvid roost and nest sites) and feed into the project's overall predation risk management strategy
- Discuss with the **LIFE teams** local predator control strategy (e.g. habitat management actions, survey actions, direct trapping and control actions).
- Work with the teams to draft and review the predation risk management strategy.

4.3 Targeted predator control effort.

- Officers will obtain permission from landowners for access. The **LIFE Project Teams** and other contractors working with the **LIFE Projects** as well as NPWS staff will assist in this work. No operations or entry onto land is permitted without landowner consent.
- No trapping or hunting may be done by any other method than those approved by the Minister/NPWS.
- For each day of the contract the contractor will visit each trap and will remove and humanely dispatch any target species as specified in the predation risk management strategy for the area found. Other species will be released unharmed.
- The successful candidate may be directed to work with local gun clubs, giving training and advice.



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- The contractor will operate under the instructions of the project management.
 - ❖ Corncrake Core Areas-John Carey
 - ❖ Wader Core Areas-Jackie Hunt
- In particular they will specify routes of access, sites for traps and methods of access in order to eliminate disturbance to nesting birds.
- As part of the **NPWS CTCP** and the **LIFE Project Teams** – the Predation Risk Management Officer must liaise with local landowners, in particular to gain approval for land access. Provision of training, up skilling and advice to landowners in predator control as required
- The Predation Risk Management Officer must assist in the development a strategy/programme in their work area and specifically within target areas for the control of rabbits, where there is conflict between introduced rabbit populations and habitat restoration/management for breeding corncrake or breeding waders at project sites.
- The Minister reserves the right to terminate the trapping/predation control or to alter the locations of operations, or any method of trapping or humane killing.
- The contractor shall dispose of carcasses legally, and will make them available for research study if requested.
- The Successful Tenderer must provide a licensed shot gun & suitable calibre centre-fire bolt action rifle and all associated Licenses.
- The Predation Risk Management Officer will work under the day-to-day supervision of the CTCP Manager, who will certify attendance and results. Maintain daily contact with the **LIFE Teams & CTCP Team**. Names and contact details will be provided.
- The work of the officers will be assisted by NPWS staff and other contractors.
- The Minister reserves the right to terminate the trapping/control of species or to alter the locations of traps/operational areas.
- This contract is for one operative who will be working on the project from 15/01/24-15/01/25. In most instances, it will not be possible to keep to a regular five-day week, and unsocial hours may be involved.
- Normally the Predation Risk Management Officer will work within a local area, returning home every night. It may be necessary occasionally for officers to stay overnight when working on islands or remote locations. The officer must provide their own vehicle, and incur all fuel, subsistence and running costs. Overnight allowances can be provided for island work where pre-approved by the project manager.

Only approved methods of predator control will be permitted; they are:

- Mink trapping by cage trap (or other project approved trap) and subsequent humane killing of the mink. Protected species (otter, pine marten, hedgehog, stoat) will be released.
- Corvid trapping by ladder trap; calling birds must be provided with food and water. Larsen traps may be used in some cases but only with the explicit permission of NPWS
- Fox shooting using suitable and fully licenced night-vision-assisted shooting.
- Grey crow shooting and nest destruction.
- Rat removal by project approved traps.



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Fox control

Officers must undertake to shoot foxes as and when encountered on trap rounds and also to regularly check for foxes at each control site using suitable night-vision optics under licence subject to landowners' permission and safety considerations.

Disposal of captures

- Mink, rats, fox - These should be humanely killed and the carcasses removed to a suitable location. Advice on Humane killing will be provided by NPWS and every officer must satisfy NPWS staff that the proposed method is suitable.
- Pine marten, stoat & hedgehog - These should be removed in the trap and released under licence at least 5 km away from the colony. Any otter and lactating females of pine martin, stoat and hedgehog will be released at point of capture.
- Cats, dogs -_Keep in trap, make enquiries about owners. If none can be found the animal should be given to the local sanctuary.
- Grey Crows, magpies - These should be humanely killed and the carcasses removed to a suitable location.

4.4 Support to deliver Habitat Management works

- To gather relevant information on land use and habitat condition
- Predation Risk Management Officer will consult at all times with both **LIFE teams** regarding habitat management works being considered for corncrake & breeding waders in their area
- Assist in the erection and removal of fences at habitat management locations
- Assist in the creation, monitoring and maintenance of breeding habitat throughout breeding seasons to ultimately reduce predation pressure
- Identify and assist with the removal of vegetation that may be considered a predation risk factor
- Assist with operations of the **LIFE Projects**, which may lead to increased vulnerability of the corncrakes & breeding waders e.g. mowing of fields etc.
- Work with census fieldworkers during night operations to locate calling male corncrakes and ensure adequate reporting and communication of records

4.5 Information and awareness.

- The Predation Risk Management Officer must play an active role in community engagement and collaboration with local Gun Clubs as part of the **LIFE Projects**. The Predation Risk Management Officer must liaise with local Gun Clubs in relation to predator control, and involve them as much as possible in the control of target species, and especially as part of **LIFE Projects** provide training, workshops, information and advice to local Gun Clubs.
- Training of farmers about predators and control.
- Available for additional information and awareness training (schools, local groups).
- Available to bring **LIFE Team** members along during predator control actions.
- Advocate for the projects and encourage participation within communities.



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4.6 Integrated LIFE team support.

- Meet regularly with **LIFE Project staff** to discuss predation risk within those sites
- Submit monthly logs of effort to standard template for predator control action following data capture specification from the project team and using the data collection app.
- Check in with **LIFE Project Teams** regularly with regards sites and weekly plan. It is expected that officers will liaise several times per week with project management and be fully available for site inspections.
- Failure to maintain communications with project management/team will lead to termination of contracts.
- The CTCP Nest Protection Warden /Officer must liaise fully with the **LIFE Projects** in particular the CTCP Manager and both LIFE Project Field Officers, to ensure proper implementation of a predator control programme throughout the LIFE Project sites, and to ensure that all operations in the project target areas is co-ordinated with the **LIFE Project Teams**.
- To abide by the project Predation Risk Management Officer code of conduct
- All successful applicants must use:
 - ❖ CTCP LIFE Survey data Collector – Suitable for all types of smart phones
 - ❖ Keep records required by CTCP
 - ❖ Maintain daily timesheets – to be submitted monthly along with invoices to CTCP
- Predation Risk Management Officers will work under the direction of the CTCP Manager, Both LIFE Field Officers and the NPWS Corncrake Census and Grant Scheme Coordinator CTCP.
- The successful candidate will at times be assigned work by the Project management and will work as an integrated member of team during their service contract; this includes adherence to the projects data protection and privacy standards and code of conduct.
- Successful candidates will liaise at all times with the LIFE Projects ensuring clear communication and data exchange.
- The tender is awarded based upon an assessment of the skills of one individual for each post; no substitution or delegation is permitted. Where contracts are for >1 person the lead person will be evaluated but full details of other operatives must be provided
- Where organisations wish to apply on behalf of individual employees they must specify the individual who will conduct the work and relevant skills. Individuals who are on contract will be directly accountable to the CTCP project team and not through any intermediate third party.

5. Deliverables

Interim payments will be dependent on satisfactory progress with the following deliverables to CTCP Project:

- Compliance with the work programme outlined by the project team.
- Regular update reports to the **LIFE Projects**
- Adherence to data collection protocols
- Verification of signed timesheets
- Attendance at meetings with up to date summaries of progress, including attendance at **LIFE Project** meetings and training/induction events where required.
- Delivery of task in a timely, professional and efficient manner



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Project specifics and details will be discussed at a contract kick-off stage with the successful contractor.

Department of Housing, Local Government and Heritage (DHLGH) is seeking one supplier for the requirements of this RFT.

6. Timescale

It is envisaged that this contract would be awarded early January 2024.



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7. Format of the proposal

For the RFT please provide:

- A cover letter outlining suitability, experience and relevant qualifications for the role (2 pages max.)
- Total cost (excluding VAT) in € (euro) for the provision of Contract for Services for Tenderer for CTCP – Predation Risk Management Officer as outlined above.
- Cost should be given as a total cost for the provision of this contract calculated based on the delivery of days of service required for the contract:
- All costs relate to the provision of services in one of more of the operation areas – please specify which operation area/s your tender refers to (see Appendix III and IV for maps):
 1. Inishowen- 120-125 days per annum
 2. Fanad/Downings- 120-125 days per annum
 3. West Donegal and Islands (A) 225-250 days per annum
 4. West Donegal and Islands (B) 225-250 days per annum
 5. North Mayo 350-375 days per annum (1.5 person contract)
 6. South Mayo-Connemara- 300-325 days per annum (1.3 person contract)
- Please provide two referees who may be contacted to confirm details within the application.
- Please note that tenderers may be called to interview to confirm their application details.
- Demonstrate experience of habitat surveys and mapping using GIS is desirable.



8. Award Criteria

The Contract for Services will be awarded on the basis of the most economically advantageous tender. This will be evaluated based on the following:

- Demonstration of understanding of the contract requirement (30%)
- Applicants must demonstrate a good knowledge of Nest Protection & Predator Control (in particular with Corncrake & Breeding Waders), and they must also demonstrate a history of in the delivery of Nest Protection & Predator Control, and Habitat Management and (30%)
- Price (40%)

9. Services Contract

- Before the services contract can be awarded, the successful tenderer will be required to supply a Tax Clearance Access Number and Tax Reference Number. It is a condition that the successful tenderer shall, for the term of such contract, comply with all EU and domestic tax laws.
- Evidence of Public Liability and Employer Liability Insurance for the Consultant will be required before a contract is awarded.
- Successful contractors must provide a safe working method statement at the time of signing contracts.
- Successful contractors must also show proof of all necessary gun licences.
- Successful contractors must also show proof of all necessary wildlife licences in a timely manner.
- Successful contractors must also show proof of public liability insurance.



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10. Instructions to the Supplier

If you are interested in applying for Invitation for Tenders-Contract for Services for the Provision of services for Predation Risk Management Officers, please email julie.kearney@npws.gov.ie for application forms.

All completed applications must be returned as below:

10.1 Deadline.

RFT must be received not later than **21st of December 2024 COB** RFT that are received late will not be considered for this procurement.

Queries related to the tender should be made to julie.kearney@npws.gov.ie before 15th of December 2024 at 15.00 All RFTs must be clearly marked – subject line **Contract for CTCP– Predation Risk Management Officer**

10.2 Costs

All costs and expenses incurred by Tenderers relating to their participation in the procurement competition including, but not being limited to, site visits, field trails, demonstration and/or presentation shall be borne by and are a matter for discharge by the Tenderers exclusively.

All prices quoted must be all-inclusive (i.e. including but not being limited to all cost/expenses/indexation), be expressed in Euro only and exclusive of VAT. The VAT rate(s) where applicable should be indicated separately. Costs should be given all inclusive.

Tenderers must confirm that all prices quoted in the Tender will remain valid for 3 months commencing from the closing date for the receipt of quotations.

11. General Conditions of Tender

- This Request for Tender shall form part of the contract documents. The contract will not be concluded / take effect until 7 days after unsuccessful tenderers have been notified of the result of this tendering procedure.
- **CTCP** will use its best efforts to hold confidential any information provided by tenderers subject to their obligation under law, including the Freedom of Information Act which came into force on 21 April, 1998. Tenderers should indicate, when tendering, what parts of their tenders are commercially sensitive and which they consider should be kept confidential should an FOI request be received.
- **CTCP** will consult with tenderers about any such sensitive information before making a decision on any FOI request received. Similarly, **CTCP** requires that all information provided pursuant to this invitation to tender will be treated in strict confidence by tenderers.



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- Tenderers should be aware that national legislation applies in other matters such as Official Secrets, Data Protection and Health and Safety.
- Tenderers must have regard to statutory terms relating to minimum pay and to legally binding industrial or sectoral agreements in preparing tenders.
- Information supplied by tenderers will be treated as contractually binding. However, **CTCP** reserves the right to seek clarification or verification of any such information.
- Any conflicts of interest involving a tenderer must be fully disclosed to **CTCP** particularly where there is a conflict of interest in relation to any recommendations or proposals put forward by the tenderer.
- Any registerable interest involving the tenderer and the **CTCP** members of the Government, members of the Oireachtas or their relatives must be fully disclosed in the response to this RFT, or should be communicated to CTCP immediately upon such information becoming known to the tenderer, in the event of this information only coming to their notice after the submission of a bid and prior to the award of the contract. The terms 'registerable interest' and 'relative' shall be interpreted as per section 2 of the Ethics in Public Office Act, 1994.
- The tender is awarded based upon an assessment of the skills of one individual for each post; no substitution or delegation is permitted. Where organisations wish to apply on behalf of individual employees they must specify the individual and skills. No substitution or delegation is permitted. Individuals who are on contract will be directly accountable to **CTCP Project Team** and not through any intermediate third party.
- **CTCP** will not be liable in respect of any costs incurred by tenderers in the preparation of tenders or any associated work effort.
- Responses to this RFT will be evaluated in their own right. No recognition will be given to information previously submitted.
- **CTCP** is not bound to accept the lowest or any tender submitted.
- Tenders must be completed in accordance with the format specified. Tenders which are incomplete will not be evaluated.
- Any attempt by a tenderer to influence the process of tender evaluation and award of a contract through canvassing or other means shall result in that Tender being rejected. Tenderers are advised that the use of improper influence will also result in a Tender being automatically disqualified.
- During the evaluation period clarification may be sought in writing from tenderers. Responses to requests for clarification may not materially change any of the elements of the tenders submitted. No unsolicited communications from tenderers will be entertained during the evaluation period. (A number of the most competitive tenderers may be invited to make presentations on their proposals for the purpose of elaboration, clarification and/or aiding mutual understanding. Invited tenderers must be in a position to make such a presentation if requested. Any proposed subcontractors may be required to participate in the presentation.)



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- Tenderers will treat the details of all documents supplied in connection with this request for tender and evaluation as private and confidential.
- **CTCP** will use its best efforts to hold confidential any information provided by tenderers subject to its obligation under law, including the Freedom of Information Act which came into force on 21 April, 1998. Tenderers should indicate, when tendering, what parts of their tenders are commercially sensitive and which they consider should be kept confidential should an FOI request be received. **CTCP** will consult with tenderers about any such sensitive information before making a decision on any FOI request received. Similarly, the CTCP requires that all information provided pursuant to this invitation to tender will be treated in strict confidence by tenderers.
- Tenderers should be aware that national legislation applies in other matters such as Official Secrets, Data Protection and Health and Safety.
- Tenderers must have regard to statutory terms relating to minimum pay and to legally binding industrial or sectoral agreements in preparing tenders. Information supplied by tenderers will be treated as contractually binding. However, **CTCP** reserves the right to seek clarification or verification of any such information.
- Any conflicts of interest involving a tenderer must be fully disclosed to **CTCP** particularly where there is a conflict of interest in relation to any recommendations or proposals put forward by the tenderer. **CTCP** reserves the right to take whatever action it considers appropriate in the case of failure to disclose a conflict of interest or in a case of a mis-declaration of a conflict of interest.
- Fieldworkers will act at all times with professional integrity, and ensure that any potential conflicts of interest are avoided. Where fieldworkers are engaged in other activities which may interfere with their capacity to deliver their work schedule, this must be divulged to their appointed supervisor in advance. Failure to declare such activities may result in termination of contract where work integrate cannot be substantiated.
- Any registrable interest involving the tenderer and **CTCP**, members of the Government, members of the Oireachtas or their relatives must be fully disclosed in the response to this RFT, or should be communicated to **CTCP** immediately upon such information becoming known to the tenderer, in the event of this information only coming to their notice after the submission of a bid and prior to the award of the contract. The terms 'registerable interest' and 'relative' shall be interpreted as per section 2 of the Ethics in Public Office Act, 1994.
- Before a contract is awarded the successful tenderer (and agent, where appropriate) will be required to promptly produce a Tax Clearance Certificate or in the case of a non-resident tenderer, a statement from the Revenue Commissioners confirming suitability on tax grounds. Non-residents should contact the Office of the Revenue Commissioners, Revenue Residence Section, Government Offices, Nenagh Co. Tipperary. In addition, contractors must retain records of tax reference numbers for any subcontractors where payments exceed €650 (incl.VAT).
- Tenderers should note that the provisions of Department of Finance Circular 22/95 apply and CTCP, may require sight of Tax Clearance Certificates for any subcontractor where payments exceed €2,600. Forms are attainable from the following address: Office of the Revenue Commissioners, Sarsfield House, Limerick. Where a Tax Clearance Certificate expires within the course of the contract, Corncrake/Traonach LIFE reserves the right to seek a renewed certificate.



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All payments under the contract will be conditional on the contractor(s) being in possession of a valid certificate at all times.

- The successful tenderer shall be responsible for the delivery of all services provided for within the contract on the basis of a fixed price agreement set at the beginning of the contract. Prices quoted in the tender cannot be increased during the currency of the tender.
- **CTCP** retains the right to withhold payment where a contractor has failed to meet his/her contractual obligations in relation to the delivery of services to an acceptable level of quality.
- **CTCP** will not be liable in respect of any costs incurred by tenderers in the preparation of tenders or any associated work effort.
- The successful tenderer shall be responsible for the delivery of all services provided for within the contract on the basis of a fixed price agreement set at the beginning of the contract. Prices quoted in the tender cannot be increased during the currency of the tender. Similarly, terms and conditions cannot be altered.
- RFT is an invitation to tender and contains no contractual offer of any kind. Any submission will be regarded as an offer by the Tenderer and not as an acceptance by the Tenderer of an offer made by **CTCP**. No contractual relationship will exist except pursuant to a written contract signed by **CTCP** and any successful Tenderer for specific services **CTCP** is under no obligation to appoint any Tenderer as a result of this competition. Tenderers should note that receipt of an offer does not guarantee appointment as a Service Provider even if that offer contains what appears to be an acceptable proposal. Submission of a proposal will not form a commitment on the part of CTCP to enter into a contract with any party.
- The successful Tenderer must abide by all Health and Safety requirements under the Safety, Health and Welfare at Work Act 2005 and any other Acts amending those Acts and with any Statutory Instruments or Regulations issued there under.

12. Privacy Statement

The Department is committed to protecting and respecting your privacy and employs appropriate technical and organisational measures to protect your information from unauthorised access. The Department will not process your personal data for any purpose other than that for which they were collected. Personal data may be exchanged with other Government Departments, local authorities, agencies under the aegis of the Department, or other public bodies, in certain circumstances where this is provided for by law. The Department will only retain your personal data for as long as it is necessary for the purposes for which they were collected and subsequently processed. When the business need to retain this information has expired, it will be examined with a view to destroying the personal data as soon as possible, and in line with Department policy. Further information on Data Protection can be found on our website at:

http://www.housing.gov.ie/sites/default/files/publications/files/dataprotection_policy.pdf



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