

03/11/25

Corncrake Traonach LIFE - Summary Report-Package 1

This Request for Quote (RFQ) is an invitation to suppliers to submit a quotation for the delivery of Corncrake LIFE Summary Reports-Package 1 as listed below:

- Prepare the Corncrake LIFE Annual report 2025
- Report on the operation of the research and rescue facilities at Boora and Fota (with Final Report - Should include report on detection dogs)
- Summary report of the habitat creation and use of this habitat by Corncrake
- Project Techniques Manual
- Summary report on scorecard implementation

SECTION 1: Key Information

1.1 Timeline

- a. Here is our timeline for this RFQ.

Deadline for Quotes:	Friday, 07 November 2025 by 17:00 hrs.
Anticipated Contract start date:	17 November 2025

All dates and times stated are local time.

1.2 How to contact us

- a. All enquiries must be directed to the nominated Point of Contact.

b. **Point of Contact**

Name: Julie Kearney

Email address: info@corncrakelife.ie

1.3 Developing and submitting your quote

- a. Please submit your RFQ response by email (PDF only)
- b. Please state in your RFQ response if you are VAT registered.
- c. You may only include product brochures and appendices that are relevant to your response
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1.4 Submitting your quote

- a. Quotes must only be submitted by email/electronically to the following address:
info@corncrakelife.ie
Quotes sent by post or fax, or hard copy **will not be accepted.**
- b. All RFQs must be clearly marked in the subject line:
RFQ-Corncrake Traonach LIFE - Summary Report-Package 1
- c. All reports must be completed by February 27th 2026
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An Roinn Tíochta,
Riástrais Áiteál agus Oidhreacht
Department of Housing,
Local Government and Heritage



SECTION 2: Evaluation Approach

2.1 Evaluation Model (Choose from one of the following options)

The evaluation model that will be used in this project is **lowest price quoted** will be the preferred option. This means that the lowest quote that meets any stated pre-conditions and is capable of full delivery on time will be selected.

SECTION 3: Pricing Information

Pricing information to be provided by suppliers.

In submitting the price, the supplier must meet the following:

- a. The pricing schedule must show a breakdown of all costs, fees, expenses and charges associated with the full delivery of the requirements over the whole of the life of the contract. It must also clearly state the total contract price exclusive of VAT.
- b. In preparing their quote, suppliers are to consider all risks, contingencies and other circumstances relating to the delivery of the requirements and include adequate provision in the quote and pricing information to manage such risks and contingencies.
- c. Prices should be tendered in Euro (€) Ex-VAT.
- d. Suppliers must state if they are VAT registered
- e. Suppliers if successful must provide a Tax Clearance Cert. TCC, and complete a bank mandate form to facilitate EFT.