



# **Limerick City Council**

## **Request for Tenders**

**For**

## **Electrical Services to Local Authority Housing**

**Tender Return Date:**

**Wednesday 23<sup>rd</sup> November 2011**

**Tender Return To:**

***Senior Executive Engineer  
Housing & Social Policy  
Limerick City Council  
City Hall  
Merchant's Quay  
Limerick***

**All Queries To:**

***Contact Name: David Healy  
Tel: 061 407215  
Fax: 061 407435  
E-mail: [dhealy@limerickcity.ie](mailto:dhealy@limerickcity.ie)***

## **Introduction**

The Housing and Social Policy Department of Limerick City Council wish to establish a panel of suitably qualified and experienced Electrical Contractors, for the provision of a variety of electrical services to Local Authority housing, over the lifetime of the panel. The proposed panel is intended to commence in early 2012 and run for a 3 year timeframe (2012 – 2014). Initially, a 12 month probationary period will apply for all applicants appointed to the panel.

## **The Procurement**

The panel will be selected on the basis of a competitive tendering process in accordance with Public Procurement Rules. Tenders, together with submissions, will be assessed on the basis of the Most Economically Advantageous Tender (MEAT) criteria assessment. The MEAT criteria assessment is set out in further detail below. Candidate contractors will be selected for the panel on the basis of the overall ranking of their tender submission. Limerick City Council intends to select a minimum of three and a maximum of five contractors for inclusion on this panel.

### **GENERAL INSTRUCTIONS TO TENDERERS**

Completed tenders shall be returned in a sealed envelope to reach the address on the invitation, and to arrive no later than ***4pm on Wednesday 23<sup>rd</sup> November 2011.***

Envelopes shall be clearly marked '**Tenders for Electrical Services to Local Authority Housing**'

Late applications will **not** be accepted. Limerick City Council shall **not** be bound to accept the lowest or any tender proposal.

Electrical Contractors must (1) be work compliant with the *National Rules for Electrical Installations – 'The ETCI Wiring Rules'*, and (2) be registered with either of the following governing bodies:-

- **Electrical Contractors Safety & Standards Association (ECSSA)**
- **Register of Electrical Contractors of Ireland (RECI)**

Successful Tenderers will be required to fulfill the contractual requirements listed below:-

1. Produce a valid Tax Clearance Certificate or C2 Certificate from the Revenue Commissioners
2. Submit a Safety Statement prepared in accordance with the Safety, Health and Welfare at Work (Construction) Regulations 2006 to 2008
3. Current Public and Employers Liability Insurance
4. Contractors must implement the minimum standard conditions and pay rates of the Construction Industry Federation, or whichever other industry the Contractors and/or Sub-Contractors are so involved
5. Confirmation of compliance with the CIF Registered Employment Agreement, including the Construction Workers Pension Scheme (CWPS), or any other Pension Fund/Sick Pay Scheme relevant to whichever industry the Contractors and/or Sub-Contractors are so involved

6. Confirmation of compliance with the statutory requirements in respect of payment of P.A.Y.E. and P.R.S.I. contributions.

### **EVALUATION CRITERIA AND PANEL SELECTION**

The evaluation criteria (MEAT) to be used for evaluating the tender submissions are set out in this section.

Some of these are simple Pass/Fail criteria – these requirements must be met in full, and, if passed, have no further role in calculating the candidate’s overall score. If failed, the applicant is eliminated from the tender process.

If a pass is registered for all criteria, then criteria numbers 8 - 12 are qualitatively evaluated; each such criteria has a weighting of marks that is used to calculate the candidate’s overall score, as indicated in the table below.

**Marking Scheme:**

For each criterion, candidates shall write **YES** in the box under **Response** to indicate that the required information has been provided.

Y equals **YES**; N equals **NO**; N/A equals **NOT APPLICABLE**; **XX%** equals **% Weighting**.

<b>Item</b>	<b>Evaluation Criteria</b>	<b>Pass/Fail</b>	<b>% Weighting</b>	<b>Response</b>
<b>1</b>	<b>Enrolment in Professional/Trade Register</b>	<b>Y</b>	<b>N/A</b>	
<b>2</b>	<b>C2 or Tax Clearance Certificate</b>	<b>Y</b>	<b>N/A</b>	
<b>3</b>	<b>Health &amp; Safety Statement</b>	<b>Y</b>	<b>N/A</b>	
<b>4</b>	<b>Public Liability Insurance</b>	<b>Y</b>	<b>N/A</b>	
<b>5</b>	<b>Employer’s Liability Insurance</b>	<b>Y</b>	<b>N/A</b>	
<b>6</b>	<b>CIF Registered Employment Agreement</b>	<b>Y</b>	<b>N/A</b>	
<b>7</b>	<b>PAYE/PRSI Contributions Compliance</b>	<b>Y</b>	<b>N/A</b>	
<b>8</b>	<b>Tender Prices</b>	<b>Y</b>	<b>40%</b>	
<b>9</b>	<b>Quality Assurance</b>	<b>Y</b>	<b>10%</b>	
<b>10</b>	<b>Experience of Electrical Installations &amp; Repairs</b>	<b>Y</b>	<b>30%</b>	
<b>11</b>	<b>Efficiency, including Lead Time from Order to Job Completion</b>	<b>Y</b>	<b>10%</b>	
<b>12</b>	<b>Understanding of Social Issues in Local Authority Housing Estates</b>	<b>Y</b>	<b>10%</b>	

**[Total – 100%]**

Any candidate who fails to score **50% or more** of the maximum marks available for each of the evaluation criteria, listed at items 8 to 12 above, will be deemed not to have the necessary capability for inclusion on the panel.

### **SPECIAL CONDITIONS OF TENDER**

1. All quotations and payments shall be in euro only. Payment for goods and/or materials and/or related services shall be within 40 days of receipt of invoice or delivery of goods. The terms of the Prompt Payments of Accounts Act, 1997 shall apply.

2. All prices quoted shall be **inclusive of all costs** except Value Added Tax. Value Added Tax rates, where applicable shall be shown separately.
3. The Tenderer shall assume all responsibilities and incur all liabilities for the goods and materials during transport and fitting.
4. All pricing shall be guaranteed **not to increase**, over the three year time frame of the panel.
5. Limerick City Council will endeavour to hold confidential, any information provided by you in your tender submission, subject to it's obligations under law, including the Freedom of Information Act, 1997. Should you wish any of the information supplied by you in your submission not to be disclosed because of its sensitivity, you should, when providing the information, identify the same and specify the reasons for its sensitivity. Limerick City Council will consult with you about this sensitive information before making a decision on any Freedom of Information request received. If no information is identified as sensitive, with supporting reasons, then it is likely to be released in response to an FOI request.
6. In the event of the goods, materials and services not being in accordance with the tender specification and/or failure by the tenderer to undertake competent workmanship and standard professional services, Limerick City Council reserves the right to cancel a works contract at any stage.

### **FORMAT OF TENDER QUOTATION**

1. Tenderers are required to submit their quotations using the **Schedules (A, B & C)** listed below. All quotations shall be in Euro only, exclusive of VAT.
2. In addition, the VAT rate that applies should be listed separately.
3. All materials and labour to be supplied by the Tenderer.

<b>SCHEDULE A: <u>Supply, Fit &amp; Rewire</u></b>	<b>VAT Rate Applicable for Schedule A: _____</b>
A.1 Single socket outlet.	_____
A.2 Twin socket outlet.	_____
A.3 Light point with ceiling rose, pendant flex, lamp holder and one way switch.	_____
A.4 As in A.3 with two-way switch.	_____
A.5 Cooker control unit with switch and red plastic pilot light.	_____
A.6 Dual immersion heater (2kw element for sink and 3kw element for bath) with double switch and thermostat.	_____

- A.7 Outdoor bulkhead fitting light with One-way switch. \_\_\_\_\_
- A.8 (a) Consumer unit with ELCB, main switch, main fuse and mini circuit breakers \_\_\_\_\_
- A.8 (b) Certification to ESB \_\_\_\_\_
- A.9 Neutralising per house, including bonding of All pipe work, metal sink, etc and driving of Earth Bar with clearly visible top cover. \_\_\_\_\_
- A.10 Bonding of hot press piping. \_\_\_\_\_
- A.11 Bonding of Gas piping. \_\_\_\_\_
- A.12 Wiring & fitting of smoke alarm EI141. \_\_\_\_\_
- A.13 Wiring & fitting of heat alarm EI144. \_\_\_\_\_

**SCHEDULE B: Supply and Fit**

**VAT Rate Applicable for Schedule B: \_\_\_\_\_**

- B.1 Single outlet socket. \_\_\_\_\_
- B.2 Twin socket outlet. \_\_\_\_\_
- B.3 Ceiling rose. \_\_\_\_\_
- B.4 Pendant lamp holder. \_\_\_\_\_
- B.5 Pendant lamp holder and flex. \_\_\_\_\_
- B.6 Pendant lamp holder, flex and ceiling rose \_\_\_\_\_
- B.7 Batten holder. \_\_\_\_\_
- B.8 Junction box - large. \_\_\_\_\_
- B.9 Junction box - small. \_\_\_\_\_
- B.10 Dual immersion heater including all work necessary to drain down cylinder. \_\_\_\_\_
- B.11 Thermostat only for dual immersion heater. \_\_\_\_\_
- B.12 Double switch for dual immersion heater. \_\_\_\_\_
- B.13 Cooker control unit with switch and red plastic light. \_\_\_\_\_

- B.14 1-gang 1-way switch. \_\_\_\_\_
- B.15 1-gang 2-way switch. \_\_\_\_\_
- B.16 2-gang 2-way switch. \_\_\_\_\_
- B.17 Bulkhead fitting with Perspex cover  
complete with lamp. \_\_\_\_\_
- B.18 EI141 smoke alarm. \_\_\_\_\_
- B.19 EI144 heat alarm. \_\_\_\_\_
- B.20 ELCB. \_\_\_\_\_
- B.21 4 foot fluorescent tube. \_\_\_\_\_
- B.22 6 foot fluorescent tube. \_\_\_\_\_
- B.23 8 foot fluorescent tube. \_\_\_\_\_
- B.24 Starter for 80-watt fluorescent tube. \_\_\_\_\_
- B.25 Starter for 125-watt fluorescent tube. \_\_\_\_\_

**SCHEDULE C:**      Rate for Labour                      **VAT Rate Applicable for Schedule C:** \_\_\_\_\_

C.1 Rate per person, per hour, for any additional labour required, not covered by the items previously described - € \_\_\_\_\_/Hour

**SIGNATURE:**  
\_\_\_\_\_

**POSITION/TITLE:**  
\_\_\_\_\_

**NAME & ADDRESS OF COMPANY:**  
\_\_\_\_\_

**DATE:** \_\_\_\_\_

**TELEPHONE NUMBER:**  
\_\_\_\_\_