



Request for Quotation (“RFQ”) for Survey of Grounds and Facilities 2019

Issued 21/05/2019, Closing Date 07/06/2019

Summary

Cricket Leinster (“the Contracting Authority”) is seeking quotations from qualified operators for the undertaking of Surveys of Cricket Club Grounds under the auspices of Cricket Leinster. Cricket Leinster is the governing body for the sport in the province and has 44 member clubs across every county in the province.

Requirements

1. Cricket Leinster invites quotations to this request for quotations from qualified operators (“Quoters”) for the undertaking of Cricket Ground Surveys (“the Surveys”) as described in Appendix 1.
2. In summary, the Surveys will comprise a review of Club Cricket Grounds against set criteria and the provision of recommendation reports to Cricket Leinster and the respective Clubs.
3. It shall be entirely a matter for the Contracting Authority as to which quotation it may accept.
4. This RFQ does not constitute an offer or commitment to enter into a contract nor does the award of a contract confer exclusivity on the successful Quoter.
5. The Contracting Authority may cancel this competition at any time prior to a formal written contract being executed by or on behalf of the Contracting Authority.
6. Quotations must be delivered by email to kevin.gallagher@cricketleinster.ie. Quotations submitted by any other means will NOT be accepted.
7. Tenders must be received not later than 12 noon on 07/06/2019 (the “Quotation Deadline”). Quotations that are received late WILL NOT be considered in this Competition. Quotations must be submitted in English.
8. All costs and expenses incurred by Quoters relating to their participation in this competition including, but not being limited to, site visits, field trials, demonstrations and/or presentations shall be borne by and are a matter for discharge by the Quoters exclusively.
9. PRICING – All Quoters must complete the Pricing Schedule at Appendix 2 to this RFT.

Cricket Leinster is a registered trading name of The Leinster Cricket Union CLG.
Company Number: 611626 Registered in Dublin, Ireland

Directors: John Heavey (Chair), Paul Reynolds (Company Secretary), Mark Jones,
Peter Twamley, Peter Lacy, Meena Baskarasubramanian, Siobhan McBennett, David
Drane, Kenny Egan, Alan Lewis, Peter Thew

Registered Office:

Cricket Leinster,
13 Sandyford Office
Park, Blackthorn Road,
Dublin 18
www.cricketleinster.ie

10. All prices quoted must be fixed and all-inclusive (i.e. including but not being limited to delivery, ancillary costs and all other costs/expenses), be expressed in Euro only and exclusive of VAT. The VAT rate(s) where applicable should be indicated separately. Any currency variations occurring over the term of the Contract shall be borne by the Quoter.
11. Quoters must confirm that all prices quoted in the Tender will remain valid for 6 months commencing from the Tender Deadline.
12. TAX CLEARANCE – It will be a condition of any contract pursuant to this Competition that the successful Quoter(s) shall, for the term of such contract(s), comply with all EU and domestic tax laws. Quoters are referred to www.revenue.ie for further information. Prior to the award of any Contract arising out of this Competition, the successful Quoter may be required to supply its Tax Clearance Access Number and Tax Reference Number to facilitate online verification of their tax status by the Contracting Authority. By supplying these numbers the successful Quoter acknowledges and agrees that the Contracting Authority has the permission of the successful Quoter to verify its tax cleared position online.
13. INSURANCE – The successful quoter shall be requested to provide the Contracting Authority and it’s insurers with evidence of having satisfactory insurances in place.
14. AWARD CRITERIA – The Contract will be awarded on the basis of the most economically advantageous tender(s) as identified in accordance with the following criteria:

Name	Weightings
Ultimate Cost	70%
Quality & Experience	30%

Appendix 1: Requirements and Specifications

1. Quoters must address each of the issues and requirements in this part of the RFT and submit a detailed description in each case which demonstrates how these issues and requirements will be dealt with / met and their approach to the proposed delivery of the services.

Ultimate Cost (70%)

2. All costs should be detailed in the table listed in Appendix 2. Quoters must complete their cost proposals outlining in detail their cost proposal for the provision, supply and delivery of Cricket Ground Surveys for Cricket Leinster. The total cost over the duration of the contract will be considered.
3. Quoters must confirm that they are responsible for the delivery of services within the contract on the basis of a fixed price agreement set at the beginning of the contract. Prices quoted cannot be increased during the duration of the contract.
4. The marks awarded for cost will be established by lowest tendered cost. The highest mark is assigned to the tender with the lowest cost and which is deemed to meet the minimum requirements identified in these documents. The score assigned for cost, for all other Quoters, is calculated pro rata in relation to this score. This 'Cost' mark is then added to the mark achieved by the same tender non-cost criteria to establish the total tender score for that proposal. The contract award decision will be based on the most economically advantageous tender proposal to the Contracting Authority and not necessarily the lowest cost.
5. The Contracting Authority retains the right to withhold payment where a contractor has failed to meet his/her contractual obligations in relation to delivery of services to an acceptable level of quality.

Quality & Experience (30%)

1. Quoters are requested to outline their proven quality and experience in the areas of grounds maintenance and assessment. Specific Cricket Ground experience is essential. This should include examples of previous surveys and reports undertaken on grounds in Ireland or elsewhere.
2. Quoters should outline any potential proposition to add value from their offering to cricket in Leinster. Any factor which the Quoter believes would add optimisation efficiencies would be considered.
3. A sample of a grounds report can be located in Appendix Three. Quoters must provide this information as a minimum on each ground, additional information will be welcome.

Appendix 2: Pricing Schedule

1. Quoters are asked to include the following table in their submission. The table should be completed fully.

Description	Quantity	Price Per Ground (incl VAT)	Final Rate (incl VAT)
Survey of Cricket Grounds & Facilities	36 Grounds as listed in Appendix 2	€	€

2. For information a list of Clubs is provided below. Locations of each club are listed on www.cricketleinster.ie

Club Name	Ground 1	Ground 2
Adamstown Cricket Club	Corkagh Park 1	Corkagh Park 2
Ashbourne Cricket Club	Ashbourne Community College	
Athlone Cricket Club	Doon	
Bagenalstown Cricket Club	McGrath Park	
Carlow Cricket Club	Brannockstown	
Castleknock Cricket Club	Porterstown	Castleknock College
Civil Service Cricket Club	Phoenix Park	
Clondalkin Cricket Club	Tymon Park	
Clontarf Cricket Club	St Anne's Park	Mount Temple
DLR Cricket Club	Shanganagh Park	
Dundalk Cricket Club	Hiney Park	
Finglas Cricket Club	Albert College Park	
Gorey Cricket Club	Courtown	
Greystones Cricket Club	Greystones - Druids Glen	
Halverstown Cricket Club	Branockstown	
Knockharley Cricket Club	Kentstown	
Laois Cricket Club	Stradbally	
Leinster Cricket Club	Kenilworth Square	
Longford Cricket Club	Newtownforbes	
Lucan Cricket Club	St Catherine's Park	
Malahide Cricket Club	Malahide 2	
Merrion Cricket Club	Bird Avenue	
Mullingar Cricket Club	St Finian's College	
North Kildare Cricket Club	The Maws	
Pembroke Cricket Club	Sydney Parade 2	
Ring Commons Cricket Club	Ringcommons	
Sandyford Cricket Club	Marlay Park	
Slieve Bloom Cricket Club	Maxwell's Farm	
Swords Cricket Club	Newbridge Demesne	
The Hills Cricket Club	Margaretstown Cricket Ground	
Tyrrellstown Cricket Club	Tyrrelstown Park	
Wexford Cricket Club	Wexford RFC	
Wicklow Co Cricket Club	Presentation Bray	

Appendix 3: Sample Grounds Report

1. Below is a sample of the information required arising from a grounds survey. This is indicative only and Quoters are invited to make additions to the information as they see fit.

Name of Club:	
Address of Club:	
Authorised liaison person nominated by the Club:	
Email:	
Mobile No.:	
Clubs interest in grounds (based on information provided by the club):	<ul style="list-style-type: none"> • Freehold • Long Leasehold (i.e. with more than 20 years to run) • Contractual Licence from Local Authority/Other • Interest other than Freehold, Long Leasehold or Contractual Licence (specify)
Does the club have a programme in place for the proper care and maintenance of its playing surfaces.	<ul style="list-style-type: none"> • Yes, describe • No
Does the club have the personnel necessary for the care and maintenance of its playing surfaces.	<ul style="list-style-type: none"> • Yes , describe • No
Does the club have the equipment necessary for the care and maintenance of its playing surfaces	<ul style="list-style-type: none"> • Yes • No
Dimensions of available playing surfaces:	<ul style="list-style-type: none"> • Four measurements from centre of pitch to boundary in each direction • Size of Square • Boundary to boundary square _____ yards/metres • Boundary to boundary straight _____ yards/metres
Orientation of Pitches	North/South etc
Turf pitches on square	Quantity, condition, level, drainage
Information on Artificial Pitch	Size, Type, Age, Condition, Base, Installer Details, Dimensions
Is there a second square on the ground?	Yes / No, if yes then repeat info from above
The Outfield	What type of grass, Condition, Length of Grass, how often is it cut and by whom, Moss content, Drainage facilities
Boundary	How is the boundary marked? Line, Rope, Flags, Are the sightscreens outside the playing field, how much room is there between the boundary and solid objects on each side?

Equipment List	
Pitch and square mower	Yes / No, Manufacturer, Model, Age, Maintenance Record
Outfield mower	Yes / No, Manufacturer, Model, Age, Maintenance Record
Scarifier, spiker/aerator	Yes / No
Light roller	Yes / No
Heavy roller	Yes / No
Full length roll on covers	Yes / No
Sheet covers for match pitch	Yes / No
Sheet covers for bowlers run-ups (10 yards minimum)	Yes / No
Sheet covers for pitches immediately beside match pitch	Yes / No
Ground drying equipment	Yes / No
Water-hog (hand version or better)	Yes / No
Sight screens at both ends	Yes / No
Scorebox/scoreboard with numbers showing at least, Total runs, batsman's runs, wickets, overs and first innings totals :	Yes / No
Scorebox	Yes / No

Pavilion / Club House	
Is there a dedicated building for the club or a shared facility?	Yes / No
How far from the ground is the Club House?	Yes / No
Is there dedicated Car Parking for the club?	Yes / No
Is that car parking secure? How far from the ground is it?	Yes / No
Are there separate Changing facilities for each team?	Yes / No
Are there toilets for Male and Female players?	Yes / No
Are there separate changing facilities for Umpires?	Yes / No
Is there a covered area for scorers?	Yes / No
Does the building have a running water connection?	Yes / No
Are there Shower facilities for teams?	Yes / No
Is there a tea room available for use by the cricket team?	Yes / No Dimensions

Is there a Clock visible from the Cricket Field?	Yes / No
Are there separate toilet facilities for spectators? Male and Female?	Yes / No
Are there any other notable facilities available to the club?	

Practice Facilities	
Is there a practice facility on the ground?	Yes / No
How many artificial practice pitches are there? Are they in good condition?	
How many turf practice pitches are there? Are they in good condition?	
Is there adequate netting protection around the practice pitches? Is this permanent or temporary?	
Is there adequate bowlers run up area for the practice facility?	Yes / No
Does the club have other training equipment, e.g. catching nets, bowling machine	

Recommendations for further development / maintenance by the club	
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