**RAPHOE COMMUNITY PLAYGROUP COMPANY CLG,**

**Castle Road, Raphoe, Co.Donegal**

**TELEPHONE: 0877539332**

**EMAIL: rcp.committee25@gmail.com**

Raphoe Community Playgroup invites tenders to provide analysis of accommodation options and associated cost estimates to facilitate the relocation of the childcare premises from its current temporary location.

**Tender issued:** 30th July 2025

**Tender submission Deadline:** 20th of August 2025

**Raphoe Community Playgroup - Relocation**

**Invitation to Tender**

The Board of Raphoe Community Playgroup CLG invites tenders to provide an analysis of accommodation options and costs to the board of the childcare service to ensure its future operation in Raphoe.

A key requirement is to provide the Board of Raphoe Community Playgroup with a clear analysis and associated cost estimates of options in relation to locating its premises for service provision for the medium/long term, including recommendations as part of its final report.

**Background:**

The premises of Raphoe Community Playgroup CLG has been identified as having defective blockwork (Mica) and as such is no longer fit for use. The service has temporarily relocated and wishes to secure suitable accommodation for the medium term, to allow it to continue to operate while a longer-term building solution is sought.

**Aims and Objectives**

* 1. Research and cost potential accommodation options

a) at the service’s site in the first instance (including temporary building structures/portacabins/modular/block build) and

b) in the local area, failing any satisfactory options at a) above.

* 1. Provide a report to the board of Raphoe Community Playgroup outlining these options (including lifetime estimates of each option) and containing recommendations.
  2. Provide advice on legal, planning and other implications associated with each relocation option.

**Reporting:**

* To the board of, and the Steering group for Raphoe Community Playgroup.

**Timeframe:**

* Receipt of Expression of Interest by Close of Business: Wednesday 20th of August 2025.
* Work: Starting September 2025
* Report Completion and presentation: December 2025

**Role /Work Brief:**

* Tenders are invited in order to complete the work outlined in Aims and Objectives 1-3 above.

**Methodology:**

* On site familiarisation visit.
* Desk Review of all relevant information.
* potential for reconfiguration of existing site.
* estimates for demolition of existing premises (costs, timeframes, legal/planning implications (if any)).
* site suitability/preparation for portacabin/s/modular/block build
* cost/benefit analysis of portacabin/modular hire vs purchase
* Investigation of local accommodation options
* Final report with analysis of options and recommendations
* Consultations with Raphoe Community Playgroup Board and external parties e.g. Pobal / Donegal County Childcare Committee and others as identified, through the period.

**Format for Expressions of Interests to tender for this work:**

All interested parties to send back EOI Marked:

1. Private & Confidential

Address: FAO CHAIRPERSON,

RAPHOE COMMUNITY PLAYGROUP COMPANY CLG,

The Tops Demense, RAPHOE F93 Y22X

CO. DONEGAL

1. Expressions of Interest may also be submitted via email to the above named using the following email: **rcp.committee25@gmail.com**

**Interested parties should include details of the following in their application:**

1. Outline – Organisation / Name / Position / Professional Background of the candidate that will directly carry out this work.
2. Detailed proposed programme of work to deliver on Objectives 1-3 above.
3. Detailed proposed budget/outline of costs to deliver on Objectives 1-3 above, including cost per day inclusive of VAT and all other expenses.
4. Detailed background Experience – Experience in Early Years & School Age Childcare Sector if applicable, Buildings & procurement expertise for education sector or similar.
5. Strong consideration will be given to the availability, and timeline for completing the work.
6. Samples of similar work undertaken over the period 2022-25
7. References from work listed in point 4, 6 above and other references as appropriate.

**Evaluation of Tenders**

Tenders will be initially evaluated by reference to the following qualification criteria:

* + Completeness of documentation.
  + Stated ability of candidates to meet the requirements set out above within agreed deadlines.
  + Cost per Day inclusive of VAT
  + Experience in cost analysis, especially in the area of modular builds / portacabin procurement & installation.
  + Report writing, synthesis, and analysis.
  + Tax Compliance Certificate