



An Roinn Oideachais
Department of Education

Design & Communication Graphics (DCG)

Laptop/Desktop Specifications and Tendering Guidance

Only for schools that want to introduce DCG into their curriculum

Tendering Guidance

Important Notes to School's /ETB's seeking the items from this list:

1. Utilise existing contracts/arrangements with suppliers/service providers where available
2. Search www.ogp.gov.ie to check if there is a suitable, fit for purpose framework/contract in place for all or some of the items required.
3. Seek quotations and or under a request for tender (depending on the level of spend) based on best value for money (qualitative and cost criteria). All procurement over the value of €25,000 must be advertised and published on www.etenders.gov.ie.
4. Seek quotations based on the items that can be competitively quoted from multiple suppliers based on the estimated level of spend following the procurement guidelines. For more advice on the procurement guidelines contact the Schools Procurement Unit (www.spu.ie) or Education Training Board with whom you are associated (list of ETBs on www.etbi.ie).
5. All quotations must be excluding VAT with the VAT highlighted separately.
6. Contact the School Procurement Unit or your ETB for further specific guidance.

The item outlined in this documents is designed to support schools that want to introduce DCG into their curriculum. It supports the STEM Education Plan and associated strategies

<https://www.education.ie/en/The-Education-System/STEM-Education-Policy/stem-education-implementation-plan-2017-2019-.pdf>

A visit to the school by an inspector may form part of the application.

This list is not for replacing current DCG laptops/desktops, only new DCG rooms.

Arrangements for new school builds have not changed.

Design and Communication Graphics Laptop / Desktop

Code Quantity	Description and Specification	Cost (€) & Warranty Offered
DCG-IT/1 25	Laptop suitable to run parametric modelling software, to be supplied with a case and wireless optical mouse. T4/ DCG laptop specification. Purchasing details https://www.pdsttechnologyineducation.ie/en/Technology/Purchasing-Frameworks/ Two Year warranty.	
	Manufacturer: _____	Catalogue No.: _____

Total (€)	
Add for VAT (€)	
Total amount for DCG list (€)	

Standards, Specifications and Conditions

**All Equipment shall be Durable and Safe for School Use.
Equipment wholly or partly funded from public funds is subject to Inspection by
Officers from the Department of Education.**

It is essential that tenders for equipment for School Use shall:

- i) Comply fully with the specifications and be durable and safe for School Use.
- ii) Comply fully with the standards as detailed and shall comply fully with European (EN) standards, both established and developing.
- iii) Comply with European electrical standards and CE marking as appropriate.
- iv) Be accompanied by documentation of sufficient detail for full evaluation.
- v) Include the completed and signed certificate of compliance.

Award of a contract is conditional on the production of a current tax clearance certificate.

Failure to comply with the above may result in the tender being deemed null and void.

Certificate of Compliance with Standards, Specifications & Conditions:

I/We certify that the equipment tendered complies in all respects with the Standards, Specifications and other requirements/conditions specified in this tender document.

I/We hold a current tax clearance certificate.

Company: _____

Signed: _____ Date: _____

Position: _____