

## **ROUNABOUT ADVERTISEMENT SCHEME 2018**

Westmeath County Council will be implementing a Roundabout Advertisement Scheme for 2018. We are seeking to partner with businesses or organisations who wish to benefit from advertisement opportunities on selected Roundabouts in the county which are listed on the **Bid Offer Form** at the rear of this document.

### **1. HOW TO APPLY**

Applicants should note carefully the following instructions as failure to comply with same may lead to the elimination of an offer.

#### **Application process**

Applications should be made on the attached “**Application Form**” (section 6) and “**Bid Offer Form**” (section 7) and be forwarded in a sealed envelope clearly marked on the outside “**Application for Roundabout Advertisement Scheme 2018**” to the:

**Property Management Section  
Westmeath County Council  
Áras an Chontae  
Mullingar  
N91 FH4N**

#### **Closing Date**

Closing date for receipt of applications is **12 noon on Friday, 13 October 2017.**

#### **Bids**

**Applicants may bid for as many roundabouts as they wish.**

Applications must be submitted strictly in accordance with the attached documents. Applications must not be accompanied by statements that could be construed as rendering the application equivocal and / or placing it on a different footing from other applications. The decision of the Council on whether an application is acceptable will be final.

#### **Communications**

Any communications in connection with the Scheme or requests for clarifications should be forwarded to the:

**Property Management Section  
Westmeath County Council  
Áras an Chontae  
Mullingar  
N91 FH4N**

**Phone: 044 9332193**

**or**

**E-mail: [propertymanagement@westmeathcoco.ie](mailto:propertymanagement@westmeathcoco.ie)**

The latest date for receipt of communications / requests for clarifications in connection with the application process is **Friday, 6 October 2017**. Any substantive resultant clarification will be posted on our website. We will also endeavour to circulate such clarification to those who have sought documentation by post or by collection from office.

### **Completion of Documents**

Entries on the **Application Form** and the **Bid Offer Form** shall be made legibly in ink.

### **Value Added Tax**

The bid(s) offered on the **Bid Offer Form** is/are deemed to be exclusive of VAT at the applicable rate. Value added tax should not form any part of the bid offered.

### **Omissions**

Where no amount is entered in respect of a particular Roundabout or Roundabouts in the **“Bid offered (Euros)”** column of the **Bid Offer Form** such Roundabout shall be deemed to be omitted by the particular applicant as if s/he does not wish to bid for same.

## **2. DETAIL OF THE ADVERTISEMENT AND CONDITIONS**

### **Location and Description of the Roundabouts**

The selected Roundabouts are located throughout county Westmeath and are generally at the entrance to towns. Maps showing the locations are appended to this document. Each map shows the Roundabout layout together with a description of the approach roads.

Where available we have also included a link from our web site to view the Roundabouts using Google maps.

The successful applicant will generally be permitted to have one simple, discreet sign on the roundabout facing **each** approach road. Most Roundabouts have four approach roads however some have less as highlighted in the bid offer form.

### **Duration of Advertising period**

The duration of the advertising period is **twelve months commencing in January 2018**.

### **Advertising Signs**

It will be the responsibility of the successful applicant to have their signage fabricated at their own expense. The successful applicant must submit the precise details of the wording and lettering which they wish to have on the sign, for consideration by the Council.

- The (limited) wording must be black lettering on a white background.
- The company Logo (in colour) to be positioned in a central location on the sign as illustrated in the example.

Please see also **“Receipt of Advertisement Details”** under **Section 4**.

The signs will remain the property of the successful applicant and will be available to them to collect for a period of one month from the expiry of the advertising period.

### **Damaged / Vandalised Signs**

Vandalised or damaged signs will be removed by the Council.

The successful applicant will be responsible for providing replacement sign(s) which the Council will erect as soon as possible.

The Council will not be responsible for ensuring that signs are in place throughout the year or for any periods in which the signs are not displayed.

### **Roundabout Maintenance**

The Council will continue to maintain the Roundabouts and each Roundabout is open for bid offers, **in its current condition**.

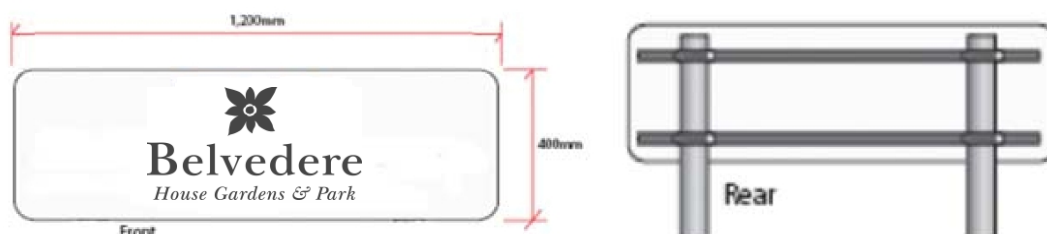
No additional-planting of any Roundabout will be required of the Council but the Council reserve the right to undertake such maintenance and/ or planting of any particular Roundabout as they may choose.

### **Proposed Signage Specification**

Each advertising sign will be appropriate to the size of the roundabout and follow the following format:

1. The signage will generally be of the same dimensions as the current directional signage in use on the Roundabout. Signs will be located facing each approach road on the roundabout. No alternative advertising signs will be allowed.
2. Signage must be of 2.5mm aluminium panel with 2 channel fixing rails to rear, to fix to poles. The signs are to be manufactured from aluminium composite material.
3. The signage dimensions permitted for each Roundabout is listed on the Bid Offer Form.

### **Example**



### **3. BIDDING**

1. Each applicant can bid for one or more Roundabouts.
2. The advertisement opportunity will generally be awarded to the highest bidder.
3. Westmeath County Council does not bind itself to accept the highest or any Bid.

### **4. AWARD OF WINNING BID**

#### **Highest Bidder**

Where two or more equal Bids are received for the same Roundabout, the equal bidders will be given the opportunity to submit a revised bid. The higher of these bids will then be accepted, subject to the Council not binding itself to accept the highest or any Bid.

#### **Notification of Successful Bid**

Westmeath County Council will notify the successful applicant whereupon s/he must accept or reject the offer of advertisement within two weeks. If accepting the opportunity to advertise, the successful applicant must submit payment of the bid they offered with their notification of acceptance.

#### **Receipt of Advertisement Details**

Each successful applicant will be given **two weeks** thereafter to submit the precise wording and lettering requested on the advertisement sign. The wording and lettering will have to be approved by Westmeath County Council and as stated previously, the sign must be simple and discreet and show only the name and logo of the successful applicant.

#### **Licence conferred for the erection of the Advertising Signs**

The advertisement signs should **not** be manufactured until after the design of the sign has been approved by the Council. The approval of the design will confer approval / Licence for the erection of the approved signs at the particular Roundabout. The erection of the approved signs will be conducted by the Council.

### **5. Freedom of Information**

Applicants should be aware that under the "Freedom of Information Act 1997-2003", information provided by them during this public procurement competition may be liable to disclosure.

## **6. Application Form**

(To be completed by applicant)

In accordance with the conditions detailed in Westmeath County Council's Roundabout Advertising Scheme 2018, I / We **attach** the "**Bid Offer Form**" duly completed in respect of those Roundabout(s) which I /we have indicated in same, by inserting a **Bid** in the **Bid Offered (Euros) Column**.

I/we confirm that if my/our bid is successful, I am/ we are in a position to forward payment of the bid offered within two weeks of receiving notification of acceptance of my/our bid(s) by Westmeath County Council.

**Signed;** \_\_\_\_\_

**Print name in block capitals** \_\_\_\_\_

**Address** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Company Name (if applicable)** \_\_\_\_\_

**Tel. No** \_\_\_\_\_

**Mob. No.** \_\_\_\_\_

**Date** \_\_\_\_\_

## **7. Bid Offer Form**

(To be completed by each applicant and submitted along with the **Application Form** Section 6. on previous page)

### **ROUNABOUTS IN THE ATHLONE MUNICIPAL DISTRICT**

<b>REF</b>	<b>Creggan Roundabout, Athlone</b>	<b>Bid offered (Euros)</b>
<b>A</b>	<b>1800mm x 400mm x 2.5mm</b>	
	<b>4 signs</b>	

<b>REF</b>	<b>Clonbrusk, Roundabout, Athlone</b>	<b>Bid offered (Euros)</b>
<b>B</b>	<b>1800mm x 400mm x 2.5mm</b>	
	<b>4 signs</b>	

<b>REF</b>	<b>Cornamaddy, Roundabout, Athlone</b>	<b>Bid offered (Euros)</b>
<b>C</b>	<b>1800mm x 400mm x 2.5mm</b>	
	<b>4 signs</b>	

<b>REF</b>	<b>Arcadia, Roundabout, Athlone</b>	<b>Bid offered (Euros)</b>
<b>D</b>	<b>1800mm x 400mm x 2.5mm</b>	
	<b>4 signs</b>	

<b>REF</b>	<b>Altown, Roundabout, Athlone</b>	<b>Bid offered (Euros)</b>
<b>E</b>	<b>1800mm x 400mm x 2.5mm</b>	
	<b>4 signs</b>	

<b>REF</b>	<b>Garrycastle Roundabout Athlone</b>	<b>Bid offered (Euros)</b>
<b>F</b>	<b>1800mm x 400mm x 2.5mm</b>	
	<b>3 signs</b>	

<b>REF</b>	<b>Wash House Turn Roundabout, Athlone</b>	<b>Bid offered (Euros)</b>
<b>G</b>	<b>1800mm x 400mm x 2.5mm</b>	
	<b>4 signs</b>	

<b>REF</b>	<b>Willow Park Roundabout Athlone</b>	<b>Bid offered (Euros)</b>
<b>H</b>	<b>1800mm x 400mm x 2.5mm</b>	
	<b>4 signs</b>	

<b>REF</b>	<b>Bawnoges Roundabout, R446 Moate</b>	<b>Bid offered (Euros)</b>
<b>I</b>	<b>1800mm x 400mm x 2.5mm</b>	
	<b>3 signs</b>	

### Bid Offer Form (continued)

(To be completed by each applicant and submitted along with the **Application Form** Section 6. on page 5)

#### ROUNDBABOUTS IN THE MULLINGAR MUNICIPAL DISTRICT

REF	Clonmore Industrial Estate, Mullingar	Bid offered (Euros)
L	1800mm x 400mm x 2.5mm	
	4 signs	

REF	Farran Roundabout, C-link Mullingar	Bid offered (Euros)
M	1800mm x 400mm x 2.5mm	
	4 signs	

REF	Rathgowan Roundabout, C-link Mullingar	Bid offered (Euros)
N	1800mm x 400mm x 2.5mm	
	4 signs	

REF	Bloomfield Roundabout, Mullingar	Bid offered (Euros)
O	1800mm x 400mm x 2.5mm	
	4 signs	

REF	Brosna Roundabout, Mullingar	Bid offered (Euros)
P	1800mm x 400mm x 2.5mm	
	2 signs	

REF	Grange South Roundabout, Mullingar	Bid offered (Euros)
Q	1800mm x 400mm x 2.5mm	
	4 signs	

REF	Robinstown, Roundabout, Mullingar	Bid offered (Euros)
R	1800mm x 400mm x 2.5mm	
	4 signs	

REF	Lakepoint Roundabout, Mullingar	Bid offered (Euros)
S	1800mm x 400mm x 2.5mm	
	4 signs	

### Bid Offer Form (continued)

(To be completed by each applicant and submitted along with the **Application Form** Section 6. on page 5)

#### ROUNDBABOUTS IN THE MULLINGAR MUNICIPAL DISTRICT

REF	Lynn Roundabout, Mullingar	Bid offered (Euros)
T	1200mm x 300mm x 2.5mm	
	4 signs	

REF	Newbrook Roundabout, Mullingar	Bid offered (Euros)
U	1800mm x 400mm x 2.5mm	
	4 signs	

REF	Kinnegad (near Tesco) Roundabout	Bid offered (Euros)
V	1800mm x 400mm x 2.5mm	
	3 signs	

REF	Tyrrellspass Roundabout on N52	Bid offered (Euros)
W	1800mm x 400mm x 2.5mm	
	4 signs	

REF	Irishtown Roundabout, Mullingar	Bid offered (Euros)
X	1800mm x 400mm x 2.5mm	
	4 signs	

REF	Lynn Road Roundabout, Mullingar	Bid offered (Euros)
Y	1800mm x 400mm x 2.5mm	
	2 signs	

REF	Roundabout at Farranshock C-link Mullingar	Bid offered (Euros)
Z	1800mm x 400mm x 2.5mm	
	2 signs	