**CIBSE Republic of Ireland Awards**



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**CIBSE Republic of Ireland Awards Entry Form**

As 2018 marks CIBSE Ireland’s 50th anniversary, we have devised a new awards scheme designed to recognise, and promote, best practice in respect of the design and installation of building services, and covering both new-build and refurbishment across commercial and industrial (non-domestic) projects.

These awards are open to the design consultant and mechanical or electrical contractor, and submissions must be a joint entry by both the consultant and contractor.

Buildings that are eligible for submission include: hospitality, leisure, health, commercial, industrial, retail, pharmaceutical, educational facilities and offices buildings.

There are three categories for the CIBSE Ireland Awards, and they are sponsored respectively by Daikin, Hevac and Wilo. These are:—

* Up to €2 million
* Between €2 million and €5 million
* Over €5 million

**The categories are based on services cost e.g. mechanical or electrical**

Applicants may enter only one project per category.

Projects can be located anywhere in the Republic of Ireland and entries must be submitted by the design consultant/project engineer on behalf of the design and contracting teams.

Projects must be ‘practical completed’ by 31st December 2017 (i.e. available for client use in January 2018) to be eligible for inclusion.

**Please complete the entry form below, print out the completed form with supporting information (images, drawings etc.) and return it as a hard copy to:**—

CIBSE Ireland Awards

Carraig Court,

George’s Avenue,

Blackrock,

Co Dublin.

Completed submissions must be received by no later than **12pm on Friday, 27th July 2018**. You will receive an acknowledgement of receipt by return.

**Pre-submission enquires must be received by 13th July 2018 and no later than 2pm.**

The awards will be presented as part of the CIBSE Ireland 50th dinner celebrations in the ClaytonBurlington Hotel, Burlington Road, Dublin 4 on Friday, 30 November 2018.

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| **Submission entered by:** |

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| Company Name: |  |

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| Name of person submitting entry: | Job Title: |
| Email Address of person submitting entry: | Mobile Number: |

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| --- | --- |
| **Category Entered:** (Please Tick below) | |
| Up to €2 million |  |
| Between €2 million and €5 million |  |
| €5 million and over |  |

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| **Project Details:** |
| **Project name** (As *you wish the project to be referred to throughout the competition*) |
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| **Project address** |
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| **Date the building was ‘practical completed’ (month and year)** |
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| **Delivery Team:**  *Please ensure that the company names you list below are accurate as we may reproduce these on screen and in print. It is essential that you have the consent of all those named below to include them. (Note N/A where appropriate)* | |
| Design Engineer’s name |  |
| Design Engineer’s company name |  |
| Mechanical or Electrical Contractor’s name |  |
| Mechanical or Electrical Contractor’s company name |  |

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| **Entry criteria**  *Please outline how your entry meets each of the criteria as detailed below. The judges will be looking for information on each of the sections when assessing the entries.*  *Documents, charts and photos should be referenced and included in your supporting documents.* |

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| **Project Summary (20 marks):**  *Provide a synopsis of the project, You can include details of the client brief, design and installation details (500 words maximum).* |
| Enter text here |

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| **Overall design approach and solutions (20 marks):**  *Detail how the design team approached the project and decided on the solutions to the building services installation.*  *You may include interactions with other members of the design team to fulfil the correct interpretation of the client brief, e.g. interaction with the architectural team (500 words maximum).* |
| Enter text here |
| **Specific elements of excellence in design implementation (20 marks):**  *Detail how design was brought to life by the mechanical and/or electrical contractors in terms of taking the design, adapting it (where applicable), how the challenges of certain aspects of the design/installation were overcome by the design and contracting team (500 words maximum).* |
| Enter text here |
| **Project delivery****(20 marks):**  *Provide details such as project timelines, budget plan throughout and the challenges related to this. You should also submit evidence of how the design and contracting team worked together to implement project delivery on time and within budget. (500 words maximum).* |
| Enter text here |
| **Highlight the project’s key performance indicators (20 marks):**  *Detail how the tendered design was brought to reality and where applicable, altered to improve the key performance indicators. This section can compare design stage, as-built energy performance targets, commissioning results etc. (500 words maximum).* |
| Enter text here |

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| **Supporting documents check list (no marks)**  *Entries may include supporting documents or evidence to supplement the written part of the submission.* |
| **For example:**  ☐ Project information ☐ Design information (drawing, schematics etc.) ☐ Documents, charts or photos  ☐ Project timelines and budget plan ☐ Energy efficiency evidence (metering results etc.) ☐ Client testimonials  ☐ Journal articles etc. |

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| **Presentation and publicity (no marks):**  *If your entry is shortlisted we will need a 45-second script for the presenter to read about your entry at the awards ceremony, and a minimum of six images for the background visual presentation. In making this submission it is the understanding that the project can be used for publicity purposes. Please include the text and the images as part of your entry pack.* |
| Enter text here |