



Expression of Interest

Lot 2: Supply of Properties for Homeless Accommodation and Property Management Services.

This option is for the provision of accommodation **AND** management services to suit homeless families in self-contained apartments, houses, hotels, guesthouses, or houses with access to bedrooms, kitchen, bathrooms, laundry facilities. Some of these facilities may be communal.

Own bedrooms must be available for individual families. Some shared kitchen/dining facilities may be considered, as well as shared/communal laundry, outdoor clothes drying, outdoor play/recreation areas. To support your expression of interest please provide a plan and/or photographs of the property

The Service to be provided includes:

- Staffing to be present at night from 10pm to 9am (or as agreed)
- A nightly log of all residents at 11pm to be taken and log to be sent on to Leitrim County Council in case of absences
- CCTV installed in communal areas
- Repairs and Maintenance
- Daily cleaning and maintenance of communal areas, bathrooms etc
- Fresh bed linen and towels made available
- Access for residents only to be permitted on a 24hrs basis by means of key or key card to front door and individual rooms
- Dealing with unacceptable behaviour by residents is the responsibility of the provider in the first instance. Persistent breaches of rules should be reported to Leitrim Coco in the weekly log and this will be dealt with as per the agreed procedure.
- A postal address shall be made available to residents for the duration of their stay.
- Bedrooms are to be regarded as private for residents only and staff should gain consent before entering.
- Fire safety procedures are to be followed, and equipment is to be provided and maintained. Residents are to be informed of fire safety information such as location of fire exits and assembly points.



**Comhairle Chontae Liatroma
Leitrim County Council**

1. Company/Trading Name and Address

2. Accommodation Address/Eircode of Property

3. Contact Number

4. Contact Name

5. Type of Accommodation Available – please indicate below the number of rooms that may be available under each type

Family Rooms Available

Self-Catering Apartment

Description of Accommodation

6. Is the accommodation available 7 nights per week Yes ☐ No ☐

If no please indicate below times the accommodation may not be available e.g. weekends, specific months of the year etc.



**Comhairle Chontae Liatroma
Leitrim County Council**

7. Price per accommodation type

Family Room	€	Per Night
	€	Per Week
	€	Per Month

Self-Contained Apartment	€	Per Night
	€	Per Week
	€	Per Month

8. Please give details of Catering/Laundry facilities available to accommodation users

--

9. Details of management service provision to be provided (staffing, security, cleaning)

--

10. Details of compliance with Fire and Building Control Regulations

--



Comhairle Chontae Liatroma Leitrim County Council

Value for Money (VFM):

Leitrim County Council receives exchequer funding through the Department of Housing, Local Government & Heritage for the provision of emergency accommodation which is supplemented by direct funding from Leitrim County Council. Post submission Leitrim County Council will engage directly with each accommodation provider to secure best value for money for the provision of this service.

Data Protection Declaration:

Please note that all information obtained by Leitrim County Council is obtained and processed in accordance with the Data Protection Act 2018 alongside current EU GDPR Legislation. All information received will be stored, processed and used solely for the purpose in which it was given by the Data Subject, unless consent for use in another form has been clearly obtained.

I/We do not permit for this information to be used for advertising or passed to a third party, unless this has been specifically requested.

I/We accept to agree to Leitrim County Council processing the data captured on this form.

Signed: _____ **Date:** _____

Forms can be emailed to housing@leitrimcoco.ie quoting **Expression of Interest – Provision of Emergency Accommodation for Families** in the subject line **or** posted to Administrative Officer, Housing Department, Leitrim County Council, Aras an Chontae, Carrick on Shannon, Co. Leitrim.

Closing Date for receipt of Expression of Interest is Friday 12th December 2025

Note: Leitrim County Council may contact accommodation providers directly to source accommodation and negotiate rates whether or not providers have responded to this EOI