

The Dales Centre: Invitation to Tender **(<https://www.activelink.ie/node/111746>)**



Darndale Belcamp Drug Awareness, T/A The Dales Centre,
Rear of the Village Centre, Darndale, Dublin 17. D17 HC93.

Invitation to Tender

Background:

The Dales is an Addiction Service based in Darndale Dublin 17. Funded by the HSE Addiction Services it is managed by a voluntary board of management.

There are 11 staff including 4 community employment scheme staff.

The Task:

The Dales Centre is seeking tenders from suitably qualified people to carry out work to support The Dales in developing a new strategic plan during 2025, for the period 2025 – 2030.

The objective of the strategic plan is to ensure The Dale's vision, mission and key strategic goals align with current needs, emerging trends and new developments within Darndale and surrounding areas. It should also ensure the organisation has the capacity to meet these needs. The new strategic plan should reflect the current and predicted future environment within which The Dales Centre will work and should be linked to Reducing Harm Supporting Recovery, the national strategy.

Scope of the Assignment

- Conduct a review of the progress made, successes, challenges and learnings arising out of the implementation of the previous strategy.
- Plan and facilitate a wide consultation with board members, community members, staff, funders, and key external stakeholders to review mission, vision and values and to identify key strategic objectives.
- Outline opportunities to improve the quality and governance of The Dales to support the implementation of the strategic plan.
- Provide the Strategy Planning Working Group and the Board of Management with strategic options and rationale to assist them in setting the strategic direction for the next five years.
- Develop a framework and indicators for each objective that clearly sets out what success looks like and how progress can be tracked and measured.
- Outline methodology for incorporating any new areas of work and define how the organisation will consider any new opportunities which arise during the term of the new strategic plan but which fall outside its scope.
- Draft and present Strategic Plan 2025 to 2030, including an Executive Summary to the Board of Management.
- The plan must be in line with Reducing Harm, Supporting Recovery 2017-2025 the national strategy on drugs.
- Graphic Design to be included in the submission.

Timeline:

This work will be completed before the end of June 2025, with data collection to take place between July and August 2025.

Criteria:

Applications will be scored on the basis of the following:-

- Proven track record in writing and research skills
- Knowledge of community based addiction projects
- Cost
- Knowledge of and understanding of Reducing Harm, Promoting Health the current national drug strategy.

Budget:

The budget for the tender is €10,000 including VAT. A detailed breakdown of the proposed tender is requested. A current tax clearance certificate will be required. This contract will be awarded on the basis of a fixed price contract. The successful consultant is expected to work within the agreed budget.

Application Process:

The Tender must include the following:

- Understanding of the work to be completed
- Proposed methodology and timeline
- Description of expertise and experience
- Samples of previous strategies or reports (attached to tender)
- Detailed budget in Euros and inclusive of VAT, including all costs associated with the work such as preparation time and travel expenses.
- Referees

Proposals will be evaluated against the following criteria:

- Criterion - Max score available 100%
- Qualification, Relevant Experience, Track Record - 30%
- Methodology, Understanding of the Brief - 40%
- Cost of successful project delivery and value for money - 30%
- Total Maximum Score Available - 100%

Failure to comply with the above selection criteria will result in disqualification from the tendering process.

Confidentiality

All information supplied in connection with this Tender shall be regarded as confidential and by submitting an offer, the Tenderer agrees to be bound by the obligation to preserve the confidentiality of all such information.

Contact Details:

Completed applications to be returned by no later than **1.00 pm Friday 22/11/2024** julie@thedalesscentre.ie
(<mailto:julie@thedalesscentre.ie>)

Informal queries can be made direct to the manager Dermot Gough dermot@thedalesscentre.ie
(<mailto:dermot@thedalesscentre.ie>) or assistant manager Julie Ryan at above email, or by phone on **01 848 7733**
(Tel:018487733).

Region

Dublin 17

Date Entered/Updated

24th Oct, 2024

Expiry Date

22nd Nov, 2024