

## **Empower: Invitation to Tender** **(<https://www.activelink.ie/node/114244>)**



### **INVITATION TO TENDER**

Empower is a local development company working across Fingal, responsible for delivering a range of Government funded programmes to meet the needs of individuals, families, and community groups who experience disadvantage and social exclusion. We deliver services across Fingal in the areas of Community Development, Health and Wellbeing and Employment Support Programmes.

**We are currently recruiting for:**

### **Specialist in Disability Awareness Training for Employers**

Empower, through its Workability programme “WorkAble” provides training and employment supports to People with Disabilities and Employers. The programme is designed to support People with Disabilities on their journey to employment. The programme also engages with Employers to build their awareness and knowledge of the benefits of recruiting people with disabilities

Applications are invited from suitability qualified and professional training providers to deliver specialised Disability Awareness Training to Employers.

The successful bidder will be expected to provide comprehensive and detailed training that provides employers with information, knowledge and awareness to employ, support and retain employees with disabilities

### **Core content to include but not limited to**

- Overview of Disability in the Workplace
- Irish & EU legislation and requirements
- Reasonable accommodation
- Available Supports
- Recruitment practices
- Lived experience
- Case studies
- Insurance
- Creating an inclusive culture
- Strategic next steps

### **Training Details**

- Training workshops will take place online through MS Teams based Webinars.
- Trainers will be expected to co-host webinars with Empower
- Trainers will provide all inputs, training materials, handouts, session notes etc.
- Trainers will be asked to evaluate programmes.
- Participant recruitment will be facilitated by Empower.

### **Requirements for Tender:**

Trainers who are proficient and have experience in providing training in Disability Awareness to Employers should provide a

detailed proposal containing, but not limited to, the following:

- Training content, objectives, schedule and methodology
- Proposed cost of training and per session
- Proven experience in providing informative and effective Disability Awareness Training to Employers.
- Expertise in historic, present and future disability policy and in particular workplace supports and requirements.
- Knowledge of the cultural, financial and operational benefits of recruiting people with disabilities.
- References from previous clients.
- History and Background: Providing an outline of the training company, including relevant experience and qualifications.
- An up-to-date Tax Clearance certificate / TCAN must be provided.

## Selection will be based on the following criteria:

- Experience of delivering Disability Awareness Training to Employers
- Clear, detailed and relevant content.
- Cost / Pricing and additional value offerings
- Overall quality of tender

## Timescale:

The contracted period will run from April 2025 until the end of December 2025.

## Freedom of Information:

Empower undertakes to use its best endeavours to hold confidential any information provided by you, subject to our obligations under the law, including the Freedom of Information Act 1997, 2003 and 2014. Should you wish any information supplied not to be disclosed because of its sensitivity you should identify same and specify the reason(s) for its sensitivity. Whilst this will be taken into consideration, the compliance of the Freedom of Information Act will always take precedence over the release of material.

## Procedure for Tenders:

Empower tendering process is based on principles of value for money, integrity and fairness. Our tender evaluation process takes into account quality, methodology and previous experience with our target groups, in a manner to ensure value for money.

Tender submissions (1 hard copy and 1 copy via email [togkeogh@empower.ie](mailto:togkeogh@empower.ie) (<mailto:gkeogh@empower.ie>)) should be clearly marked "Disability Awareness Training for Employers" and forwarded to:

Gerry Keogh  
Empower  
Dillon House  
105 Coolmine Industrial Estate  
Blanchardstown  
Dublin 15

Tender submissions should arrive **no later than 5.00pm on Wednesday, March 19th, 2025**. Submissions received after the specified time and date will not be accepted.

The provision of these services are subject to appropriate funding being secured by Empower.



Rialtas na hÉireann  
Government of Ireland



Arna chomheáilú ag  
an Aontas Eorpach  
Co-funded by the  
European Union



government supporting communities

*This project is co-funded by the Government of Ireland, through the Department of Social Protection, and the European Union.*

## Region

Dublin

## Date Entered/Updated

6th Mar, 2025

## Expiry Date

19th Mar, 2025

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**Source URL:** <https://www.activelink.ie/vacancies/tenders/114244-empower-invitation-to-tender>