



**Disability Federation of Ireland**

**Call for Tenders**

**Project Title:** Review of DFI's Health and Social Care Programme

**Issue Date:** 10 October 2025

**Closing Date for Applications:** 31 October 2025

Disability Federation of Ireland, DFI invites tender submissions, from suitably qualified candidates, to undertake a review of DFI's health and social care programme of work.

## 1. About the Disability Federation of Ireland, DFI

DFI is a national federation of organisations, bodies, and groups working to advance the rights and inclusion of people with disabilities, in line with the UN Convention on the Rights of Persons with Disabilities, UN CRPD.

Our pan-disability membership represents and supports people with physical, sensory, intellectual, neurological, neurodivergent, and psychosocial disabilities, as well as those with complex or multiple support needs and disabling conditions. Members include both service providers and advocacy organisations led by and for disabled people and their families.

As a federation, DFI is committed to collaboration with our members, the HSE, government, civil society, and other key stakeholders to drive the full implementation of the UN CRPD across Irish society.

## 2. Project Background

With DFI's commitment to strengthening the sustainability, quality, and impact of disability services and supports across the sector, a core priority of our work is amplifying the perspectives of member organisations to the HSE, government departments, and other stakeholders. At the same time fostering collaboration and to build a cohesive, effective national disability movement.

This mission is partly advanced through our Health and Social Care Programme, which has expanded significantly during the most recent Strategic Planning cycle. As DFI prepares to enter a new Strategic Plan, it is timely to ensure that this growth is underpinned by robust internal capacity. Therefore, we are seeking to review the current structures and approach of the programme, to assess not only capacity but effectiveness and process.

The Health and Social Care Programme is made up of the following key components, it:

- Facilitates structured consultation and direct representation to key stakeholders through DFI staff and member organisation representatives to over 60 regional and national committees. These committees govern and have oversight to disability policy and service design and delivery.
- Manages and provides ongoing support to the DFI system of member organisation engagement on and to external committees. This includes recruitment of member organisation representative; providing ongoing support to reps as they sit on regional and national statutory committees.
- Manages DFI's structure of member groups which includes thematic advisory groups and networks. This facilitates transparent communication between DFI representatives and member organisations.

- Facilitates robust channels of communication and engagement with members; ensuring the transfer of knowledge and information between member organisations and their lived experience of disability to inform our advocacy.
- Engages members to identify and agree annual priorities of the DFI Health and Social Care Advocacy Programme.
- Provides expert input to policy submissions and responses to live and ad hoc calls for consultation.

International and national government policy informs the context for this programme of work. This includes regard for the UN CRPD, implementation of Sláintecare and the developing Health Regions, the HSE Corporate Plan, the HSE National Service Plan and the National Human Rights Strategy for Disabled People (2025).

### 3. Project Objectives

The purpose of this review is to examine and assess the Health and Social Care Programme; thus, informing its continued development and how it can deliver meaningful value and impact for DFI and its members as the programme and membership-base expands.

Specifically, the review will:

- Identify the strengths of the current structure of the programme – what is working well and providing good outcomes.
- What elements of the programme can be improved; particularly focusing on the structure and member engagements.
- Assess existing resources and capacity for currently deliver of the programme and future development.
- Identify priority areas for development within the current structure, with a focus on maximising benefits for members.
- Benchmark current arrangements against best practice in comparable organisations to ensure DFI members receive services that are efficient, effective, and sector leading.
- Recommend improvements that will strengthen the programme's capacity to sustain and upscale, ensuring members gain increased influence, stronger representation, and enhanced support.

#### 3.1 Stakeholders

The main point of contact for this piece of work will be DFI's Health Advocacy Manager. In addition, engagement will be provided with DFI senior management and other relevant staff including health and social care programme members; DFI's Membership Manager and Communication Manager, member organisations and health and social care programme representatives.

It may be feasible also to engage with external stakeholders to assess the impact of the programme on external advocacy and representative work.

### 3.2 Key Tasks

The successful contractor will deliver the review through the following phases:

#### **Phase 1: Inception and Scoping**

- Consult with DFI Health and Social Care team and key stakeholders.
- Confirm methodology, scope, and priorities.
- Agree milestones, deliverables, and reporting arrangements.

Deliverable: An inception report confirming scope, methodology, and work plan.

#### **Phase 2: Assessment and Analysis**

- Review of existing staffing levels, roles, and structural arrangements.
- Review of DFI's policy and protocol which supports the health and social care programme specifically on member organisation representation.
- Engage with relevant stakeholders to capture experiences and impact of engagement in the programme.
- Identify gaps and/or inefficiencies.
- Benchmarking against comparable organisations/programmes.
- Analysis of current and projected demands linked to programme growth.

Deliverable: A comprehensive written report detailing findings from the review.

#### **Phase 3: Recommendations**

- Develop evidence-based, actionable recommendations to sustain and grow the programme with enhancing effectiveness of its centre.
- Identify options to address gaps and strengthen capacity.
- Consider both short-term adjustments and longer-term structural requirements.

Deliverables: (i) A set of clear, evidence-based recommendations for optimising impact and effectiveness, including looking at internal structures and resourcing. (ii) A final presentation of key findings and recommendations.

### 3.3 Project Timeline

It is expected that this review will be completed and presented to DFI Management within 10 weeks from project commencement date.

Interim progress reports will be required at agreed milestones.

## 4. Application Requirements

The successful contractor will demonstrate:

- Proven expertise in undertaking similar projects.
- Strong analytical, facilitation, and problem-solving skills.
- Excellent written communication and report preparation abilities.
- In-depth knowledge of the Irish health and social care landscape.

Proposals should include:

- A detailed methodology and approach to the review.
- Relevant experience and examples of similar completed projects.
- A proposed project timeline aligned with the requirements set out above.
- A detailed budget and pricing schedule (inclusive of VAT).
- Details of the proposed project team, including roles, qualifications, and relevant experience. CV of main applicant.

## 4.1 Evaluation Criteria

Shortlisted applicants may be invited to an interview or presentation as part of the evaluation process. Final proposals will be assessed against the following weighted criteria:

|                                                                           |     |
|---------------------------------------------------------------------------|-----|
| Quality and robustness of proposed methodology and approach               | 30% |
| Relevant experience and track record in similar projects                  | 25% |
| Knowledge and understanding of the Irish health and social care landscape | 20% |
| Value for money (clarity and justification of budget)                     | 15% |
| Capacity and expertise of the proposed project team                       | 10% |

## 5. Budget

The maximum budget available to support this review shall not exceed €5,000 plus VAT. Expressions of interest exceeding this amount shall not be considered.

## 6. Closing Date and Contact

The closing date for receipt of expressions of interest is close of business **Friday 31 October 2025**.

For further information, or to submit an expression of interest, please contact: Cathy McGrath, DFI Health and Social Care Advocacy Manager, [cathymcgrath@disability-federation.ie](mailto:cathymcgrath@disability-federation.ie), 086 384 7440.