

## **Clare Food Partnership: Invitation to Tender - Mapping and Scoping Project (<https://www.activelink.ie/node/116127>)**



### **Invitation to Tender: *Mapping and Scoping Project***

**The Clare Food Partnership Initiative** is a strategic collaboration between voluntary organisations, community organisations and statutory agencies. The overall aim is to **raise awareness, improve access and increase the supply of healthy food options** to its target communities in Clare.

The aim of this tendered work is to provide a foundation and evidence base for a better understanding of food poverty needs across County Clare which will be used to direct future areas of work.

### **Steering Committee Members:**

Healthy Clare, Clare CYPSC, Clare Local Development Company, Clarecare, LCETB, St. Vincent de Paul, Obair New Market on Fergus, Mid-West Simon Community, Family Resource Centre representation, Health Service Executive

### **Funder: Healthy Ireland Fund 2012 - 2025:**

*Healthy Ireland, A Framework for Improved Health and Wellbeing 2013-2025* is the national framework for action to improve the health and wellbeing of Ireland over the coming generation. The primary aim of the Healthy Ireland Fund is to support innovative, cross-sectoral, evidence-based projects and initiatives that support the implementation of key national policies in areas such as obesity, smoking, alcohol, physical activity and sexual health.

The fund is administered locally through Local Community Development Committees (LCDC's) and the Children and Young People's Services Committees (CYPSC)

### **The objectives of the fund are:**

1. To raise awareness of, and support for, Healthy Ireland through the funding of community-based and national health promotion activities.
2. To facilitate and resource cross-sectoral and partnership networks that promote health and well-being.
3. To resource the development of locally-led, cross-sectoral strategies promoting health and wellbeing.
4. To add value to existing health promotion initiatives through the provision of Healthy Ireland resources.
5. To support the health and wellbeing of the most disadvantaged groups and areas and those experiencing significant health inequalities through long-term planning.

### **Project Scope**

A consultant(s) is being commissioned to undertake the following duties;

#### **Stage 1: 1st July – 1st September 2025**

Undertake a geographical review of existing programmes/initiatives (run by statutory organisation OR a community & voluntary organisations) which support the promotion of:

1. Healthy cooking
2. Healthy eating
3. Community based food production i.e. community growing cooperatives, community gardens, community micro- food businesses
4. Community food sustainability initiatives/waste reduction
5. Provision of food distribution to the local community i.e. meals on wheels, foodbanks, food vouchers
6. State funded school food provision operating in the county

## **Stage 2: 1st September – 31st October 2025**

Undertake a geographical review of community-based facilities which are currently being used OR **could** be accessed for the provision/support of the above programmes i.e. community kitchens in community or state-owned facilities, gardening sites owned by the community with a particular reference to areas where vulnerable populations reside i.e. IPAS Centres, high density of elderly people.

Undertake a profile of social enterprise/community-based meal providers (i.e. across the county who offer low-cost meal options).

Profile existing models of low-cost meal provision for vulnerable individuals/families in Clare.

Conduct a needs based analysis of rural populations experiences of food poverty using a participatory approach through key stakeholders who have connections in these communities ( i.e. PHN's, FRC's, outreach workers etc)

## **Stage 3: 1st November – 21st November 2025**

Preparation of visual report based on findings from stage 1 and 2 above. Consultation with the working group representatives to ensure that the report is on track to fulfil the terms of the contract.

## **Stage 4: 21st November 2025**

Report including data presentation submitted to the working group presenting the above findings in a clear and concise format.

## **Consultant specification**

The successful applicant for this project will be able to demonstrate the following skills and experience. These competencies will be used to assess submissions.

### **Competency**

- Research skills, excellent resource writing skills (not just academic writing skills), I.T skills
- Proven track record in similar projects
- Evidence of required skills & expertise to deliver on the project outcomes.
- Proposed methodology and timescale for delivery

## **Project time scale: 1st July 2025 – 21st November 2025**

## **Engagement:**

Clare Local Development Company will administer the funding to the successful applicant who should be able to proceed on a self-employed/consultancy basis. The successful applicant will report to the Clare Food Partnership interagency group. Day to day management and support will be provided by nominated members of the working group.

Regular reporting and support meetings will be scheduled and will include an initial planning meeting and a final meeting to approve the final report.

## **Proposal Tenders should provide the following information:**

A full outline of the project plan including the following:

- Proposed approach to engaging with organisations and stakeholders
- Evidence of prior experience in this area
- Proposed project plan, with clear objectives, actions/outputs and timescales (the proposed time for each element)
- Innovative options as to how the collected data will be presented in a user friendly/sustainable/visual format.
- A full breakdown of costs including number of days, daily rate, VAT, etc.

## Additional documentation:

- TCAN
- Insurance Details
- A sample of or link to samples of previous work.
- Details of at least two relevant references, including the name, address and telephone number of the organisation for which this work was carried out, including a specific contact person in each case. Contact may be made with these referees as part of the assessment of tender process.

## Financial Information:

**The budget should not exceed €24,500 inc. VAT.**

Additional costs outside of the quote for the work will be the responsibility of the successful applicant unless agreed in writing with the funder. All travel expenses/phone expenses related to completing the work is included in the budget. A payment schedule will be arranged with the successful applicant.

## Application and Deadline for Submission:

Tenders are invited via email from organisations, institutions or individual researchers with experience of carrying out similar work. Please email a copy of your tender and any accompanying *documents to: [dgreene@cldc.ie](mailto:dgreene@cldc.ie) (<mailto:dgreene@cldc.ie>)*

***Please put Clare Food Partnership in the subject line.***

***Final date for submission of tenders is: 24.06.25***

***Informal enquiries can be directed to: [dgreene@cldc.ie](mailto:dgreene@cldc.ie) (<mailto:dgreene@cldc.ie>)***

### Region

Co Clare

### Date Entered/Updated

10th Jun, 2025

### Expiry Date

24th Jun, 2025

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**Source URL:** <https://www.activelink.ie/vacancies/tenders/116127-clare-food-partnership-invitation-to-tender-mapping-and-scoping-project>