



Feidhmeannacht na Seirbhíse Sláinte
Health Service Executive



Invitation to Tender: Evaluation of SICDATF Task Force Vote-Funded Projects

Overview

The South Inner City Drugs and Alcohol Task Force (SICDATF) invites proposals from suitably qualified individuals or organisations to undertake an evaluation of its Task Force Vote-funded projects. The evaluation aims to guide both the projects and SICDATF in developing a strategic roadmap to enhance service quality and support the implementation of the National Drugs Strategy (*Reducing Harm, Supporting Recovery 2017–2025*) and *Sláintecare*.

This evaluation is a structured process designed to assess performance, identify value-creating opportunities, and recommend sustainable improvements to service provision. Strategic recommendations will support the future-proofing of the Task Force Vote budget, enabling increased and sustained performance within available resources.

Background

A recent SICDATF-led needs analysis identified key gaps in local service provision and highlighted several projects that would benefit from a comprehensive evaluation. This evaluation is essential to:

- Assess current project performance and outcomes.
- Support future development and strategic planning.
- Demonstrate impact and value for money.
- Strengthen funding applications and long-term sustainability.
- Inform potential service redesign or scaling decisions.

About SICDATF

Established in 1998, the SICDATF works to reduce drug and alcohol-related harms in Dublin's South Inner City through partnership with community, voluntary, and statutory agencies. Its mandate includes:

- Coordinating local implementation of the National Drugs Strategy.
- Promoting evidence-based interventions.
- Reporting annually to the Minister with responsibility for the National Drugs Strategy.

Mission: To provide quality, inclusive services for people and communities impacted by drugs and alcohol through advocacy, interagency cooperation, and a rights-based approach.

Strategic Foundations:

The National Drugs Strategy (*Reducing Harm, Supporting Recovery*) is built on the *Healthy Ireland* framework and includes five goals:

1. Promote and protect health and wellbeing.
2. Minimise substance misuse harms and support recovery.
3. Tackle drug markets and limit harmful access.
4. Empower individuals, families, and communities.
5. Develop evidence-informed policies and actions.

The vision of the strategy is:

To create a “healthier and safer Ireland, where public health and safety are protected and the harms caused to individuals, families and communities by substance misuse are reduced and every person affected by substance use is empowered to improve their health and wellbeing and quality of life”.

The five strategic goals are :

- Promote and protect health and wellbeing.
- Minimise the harms caused by the use and misuse of substances and promote rehabilitation and recovery.
- Address the harms of drug markets and reduce access to drugs for harmful use.
- Support the participation of individuals, families, and communities.
- Develop sound and comprehensive evidence-informed policies and actions.

Tender	The SICDATF invites proposals to evaluate the six Task Force Vote-funded projects. The final report will guide both the projects and the SICDATF in developing a strategic planning roadmap dedicated to delivering quality services and the objectives of the National Drugs Strategy and Sláintecare.
Service required	The SICDATF seeks proposals from individuals or companies to evaluate SICDATF vote-funded projects. This will provide the SICDATF with a roadmap for strategic planning of the global budget, address sustainability issues, and explore options for future-proofing services. The tender scope will evaluate the services in the context of the global budget, the NDS, HSE Service Plan, Sláintecare, and the SICDATF strategic plan. The outcomes of the evaluation will highlight how the work of the projects is of benefit to the people using the services and the communities who are experiencing the impact of drugs and alcohol. It will offer recommendations for the funding to deliver the actions of the NDS, the required inputs to inform effective and tangible actions and outputs.

	<p>This will provide the SICDATF and the funded projects with strategic objectives to enhance service work and involve stakeholders in future developments. The evaluation will highlight potential improvements in service delivery, the governance and management of funds within existing resources, while also exploring adjacent opportunities for growth and innovation. The resulting strategic recommendations will support the SICDATF in future-proofing the SICDATF Vote budget and create a roadmap for enhanced and sustainable performance.</p>
Budget and payment	<p>The budget available for this work is €16,000 (inclusive of VAT), pending final agreement from the SICDATF.</p>
Location	<p>South Inner City Dublin</p>
Context	<p>The South Inner City Drug and Alcohol Task Force (SICDATF) is committed to upholding the highest standards of governance and delivering high-quality services across the South Inner City. The Task Force is responsible for monitoring and evaluating all projects funded through the SICDATF Vote. A core priority is to ensure that the support offered to individuals, families, and communities is relevant, effective, and can adapt to meet their evolving needs. The local drug strategy has operated under a governance model aligned with the broader goals of the NDS.</p>
Objectives	<p>Strategic Planning</p> <p>This evaluation will examine the project's implementation and progress of the local drugs strategy within the framework of the National Drugs Strategy (NDS), specifically through the lens of governance, funding, resource allocation, and commitment to the delivery of frontline services. The analysis also evaluates the impact and ongoing relevance of projects supported by the SICDATF (South Inner City Drug and Alcohol Task Force) in addressing local drug and alcohol related challenges.</p> <hr/> <p>Impact and Continued Relevance of SICDATF-Funded Projects:</p> <p>The projects funded by SICDATF have demonstrated substantial local impact, particularly in service accessibility, harm reduction, and community engagement.</p> <p>To evaluate the capacity of services to respond to persistent socioeconomic inequalities, emerging drug trends, and community needs, along with recommendations to enhance projects in line with the National Drugs Strategy (NDS) and the SICDATF Strategic Plan.</p> <p>To determine if the project requires support to:</p> <ul style="list-style-type: none"> • Strengthen governance and interagency coordination. • Secure sustainable, multi-annual funding.

- Invest in frontline services with integrated care approaches.
- Expand data collection and evidence-based planning.
- Ability to reconfigure the service delivery within the current budget.
- Build an effective interagency and partnership model of practice.

Financial:

To examine the funding received through all funding channels. Analysis of budget outlay to deliver services. Establish actual service needs and identify additional funding supports and necessary capital costs. Services must demonstrate cost-effectiveness, efficiency, and value for money.

Sustainability and Scalability:

Can the project be sustained over time or expanded to benefit more individuals? What are the lessons learned that can inform wider service improvements?

Operational :

Evaluate the organisational governance processes to deliver quality services aligned to the National Drug Strategy and the SICDATF strategic plan, and the project's current sustainability planning and contingency management policies.

Are there frameworks in place to optimise the service resource and develop methodologies for working effectively with people using the service, short or long term?

Quality Standards: To establish that projects are engaged in the NSSBHC and employ ethical practices which aim to create a fair, productive and prosperous place to work.

Health and Safety of the service building /space

Service delivery:

To examine how the project works to support individuals in their treatment journey and improve access to information. Does it adhere to human rights principles promoting accessibility and inclusivity?

Evidence-Based Interventions:

To evaluate the use of evidence-based interventions employed by services. Are interventions aligned with current best practices and research? How is the effectiveness of these interventions monitored and reviewed? Is there a system for continuous improvement and adaptation based on outcomes?

	<p>Staff Resources:</p> <p>To examine the adequacy and effectiveness of staffing resources in delivering quality services with adequate experience, skills and qualifications.</p> <p>To identify the use of skills audit and the use of IT to enhance performance and generate efficiencies.</p> <p>Governance:</p> <p>To examine the governance structure and its compliance with HSE funding procedures (NFRS). There is a governance structure with clarity, accountability, and transparency.</p> <p>That robust board-to-manager planning is, in effect, finance and work plans, with safeguarding mechanisms for quality service delivery.</p> <p>Key performance indicators :</p> <p>Evaluation of the current key performance indicators to ensure they align with the NDS and SICDATF.</p> <p>Examine if there is a system for recording data. Is the project using the right tools for analysing data, and does it include service user feedback?</p>
Deliverables	<ol style="list-style-type: none"> I. Develop a detailed project plan and timelines. II. Methodology and engagement practice with stakeholders and people using services. III. Provide a specified budget analysis for each project to inform the future SICDATF global budget planning to support the sustainability of quality service provision. Pay and non-pay analysis and VFM of each service. IV. To produce a report for each project, its governance, personnel skillset and commitment to the NSSBHC and the NDRF. V. To provide a Mid-term report of work. VI. Produce a final consolidated report of the findings, including conclusions to inform the future direction of the SICDATF global budget. A report for each project will include strategic goals, recommendations for contingency and sustainability management. VII. To provide a presentation of the final report
Term of Contract	<p>The appointed Organisation/Contractor must be able to commence work with the SICDATF in August 2025, with a completion date no later than October 31st 2025.</p>

	Applicants will need access to transport. A guarantee must be provided about the provision of all relevant insurance, including professional indemnity, employers' liability and public liability insurance.
Conflict of Interest	Any interest involving the Organisation/Contractor and SICDATF or its staff or their relative must be fully disclosed in response to this Invitation to Tender. It should be communicated to the Chairperson immediately upon such information becoming known to the Contractor or in the event of this information only coming to their notice after the submission of a bid and before the awarding of the contract.
Reporting Arrangements	<ul style="list-style-type: none"> • Meet with contractors for the final work plan agreement and contract. • The Contractor will report to the SICDATF Management Liaison Group (MLG). • Provide updates on progress and emerging findings to the MLG, as required. • Deliver the final report, taking into account corrections and requests. • Presentation of the report to the SICDATF and stakeholders /funders.
Requirements	<p>Please submit a statement of suitability and experience to carry out this work. Send links to work. The Organisation/Contractor must have an editing service or a second person to execute the work. The SICDATF does not use American English as it adheres to NALA guidelines.</p> <p>Eligibility will be determined under the criteria set out below:</p> <ul style="list-style-type: none"> • Demonstrable and active understanding of the brief. • Capacity and resources to deliver the service required, including relevant skills, expertise and experience. • Previous experience. • Ability to deliver within the specified timeframe. • The overall cost. • High-level written and oral communication skills and a second-person editor. • Must be results-oriented, exhibiting a high level of tact and diplomacy. • Stakeholder engagement skills. • Experience in conducting similar work in the Addiction and Social Care Sector.
Application Process	<p>Interested and qualified individuals/organisations should submit their applications to the coordinator of the SICDATF. An assessment panel will examine all tenders received. The panel will have to be satisfied that the contracted consultant is suitably qualified and has the knowledge, experience and skills needed for the project, within the timeframe and budget outlined.</p> <p>Please include the following:</p>

	<ol style="list-style-type: none"> 1. CV and biography/suitability statement. 2. Proposal for implementing the project methodology. 3. At least three references to support previous work and samples or links to work and websites. <p>Further information is available upon request from sicdatf1@gmail.com</p> <p>The deadline for submissions is 5 pm on the 31st of July</p>
Management and oversight of the work	Day-to-day management of the contract will be led by the SICDATF coordinator and the oversight group that will support and oversee the work. The successful tenderer will be required to engage with the relevant SICDATF governance and oversight structure for the duration of the project.
Quote	<ul style="list-style-type: none"> • A quote is required, with a detailed breakdown of the number of days. The project cost is indicative of 16K (inclusive of VAT) • Contractors are expected to operate from their office/space and be used to a phone and access to a computer. • Contractors must be registered for tax purposes and have evidence that they are tax compliant.