



Invitation to Quote

The North East Inner City Initiative (NEIC) invites submissions from suitably qualified and experienced practitioners to produce a comprehensive and costed social, economic, recreational and environmental action plan for the Liberty Park Area in the North East Inner City (NEIC) Dublin.

Background and Context

In July 2016, the Government launched a major initiative for Dublin's North East Inner City (NEIC) to oversee the long-term social and economic regeneration of the area. Mr Kieran Mulvey was appointed to engage with the local community groups, representatives and other interests, and to report back with specific recommendations.

The [Mulvey Report – Creating a Brighter Future](#), launched in February 2017, set out a range of actions to tackle the priority areas of crime and drugs; education, training and employment opportunities; services for families and young people; and physical improvements.

As recommended in the Report, several structures have been put in place to drive forward progress on the Mulvey actions. The NEIC Programme Implementation Board – comprising statutory, community and business sectors, and led by an Independent chairperson, Michael Stone – has established five sub-groups to progress work in the priority areas referred to above.

This current proposal and action emerged from the NEIC Initiative Subgroup 3, Family, Children and Youth Services - '**Creating an Integrated System of Social Services**'.

To this end, the NEIC Initiative would like to invite submissions from suitably qualified and experienced practitioners to produce a comprehensive and costed social, economic, recreational and environmental Action Plan to enable the sustainable transformation of the community and the lives of the families living in and around Liberty Park.

The integrated plan will address issues and problems that have been ingrained in the Liberty Park area for many years including:

- **Crime and Anti-social behaviour**
- **Weak Community Capacity and Leadership**
- **Poor interagency service integration and collaboration**

This proposal is a direct result of extensive collaboration and work undertaken by a diverse group of 22 professional practitioners from across the spectrum of social services, community organisations, statutory sector, Government departments and the education sector. The proposal is a pilot and experimental in nature and reflects the call by Mulvey in his final report for radically new ways of working. The successful Tenderer will be provided with a detailed background briefing outlining the process that led to the development of this proposal.

Specification of Task

This proposal has been developed through an integrated collaboration between community, voluntary, education, statutory sectors and Government Departments to address the issues facing the residents and communities in the NEIC focusing in this instance on Liberty Park as the pilot area. Having regard to ongoing work in Liberty Park such as the additional Garda resources and the work of Dublin City Council in the Greening Strategy, it would be imperative that these two agencies be centrally involved in the regeneration of Liberty Park. A Steering Group will be established to oversee this project and will ensure the inclusive participation and consultation with all relevant stakeholders including the five NEIC Initiative subgroups (see for more information <http://www.neic.ie/about/sub-groups>). It is important that there is involvement and engagement from all relevant stakeholders to ensure that this proposal aligns with ongoing work in Liberty Park and the surrounding areas.

Project Goal

Produce a comprehensive and costed social, economic, recreational and environmental Action Plan to enable the sustainable transformation of the community and the lives of the families living in and around Liberty Park.

Project Objectives

1. To produce a comprehensive Action Plan for the Liberty Park area of the NEIC Dublin
2. Actively engage with and provide technical support and guidance to the Steering Committee throughout the process of producing the Action Plan.
3. Develop a detailed Theory of Change consultative document as a platform for engaging the community, services providers and other stakeholders (see Appendix 1 Theory of Change logic model template).
4. To meaningfully engage the community (residents) in the development of the Action Plan using creative and innovative methods of engagement, participation, dialogue and consultation.
5. Engage with and bring together all the necessary statutory (HSE, Tusla, Dublin City Council, Gardaí, Department of Education and Skills, Department Employment Affairs and Social Protection and other relevant statutory sectors), voluntary and community stakeholders to ensure the most inclusive dialogue through stakeholder participation, deliberation and consultation.
6. Devise a robust formative monitoring and evaluation mechanism to capture the learning and measure the outcomes from the Action Plan.

Project Outcomes

1. An integrated Social, Economic, Recreational and Environmental Action Plan for the Liberty Park area, engaging and integrating with existing strategic and operational plans of all relevant Agencies, Sectors and Programmes in the area - underpinned by a new way of working.
2. A robust formative monitoring and evaluation mechanism that will capture the learning and measure the outcomes from the delivery of the Action Plan.

Methodology:

An action research approach will be applied across the following methodology:

- Facilitate Project Steering Committee to develop a detailed Theory of Change consultative document.
- Design of consultation instruments.
- Facilitate Focus Groups with stakeholders
- One to one Interviews where relevant

- Attend all consultative and facilitated individual and group meetings/workshops associated with this project, all of which will likely take place in the Liberty Park/NEIC area. The exact number of consultative individual, group and community meetings/workshop to be agreed with the Project Steering committee.
- Any other methods deemed relevant by the Consultant and Steering Committee

Key Attributes & Experience:

- Expertise in action research, dialogical communication and report writing
- A proven record on facilitating meaningful engagement with at risk communities
- The ability to support and build leadership and community capacity
- A clear understanding of the complex need of communities experiencing intergenerational disadvantage, poverty and exclusion
- An evidenced-based methodology and strategic way of working.
- The ability to engage multiple statutory, voluntary and community stakeholders in a safe, valued and respected dialogue process.
- Expertise in community development and community integration frameworks
- A clear understanding of the NEIC stakeholder environment
- Proven track record in Project Management
- The ability to produce a detailed costed plan.
- The ability to review and evaluate the process in collaboration with all stakeholders.

Evaluation Criteria

Tenders will be evaluated using the following criteria:

- Methodology: To include feasibility, robustness and efficiency of approach to the delivery of the project and its timeframe.
- Experience: Knowledge, expertise and experience of taking on similar work; research & analysis skills and community consultation and engagement track record
- Cost and Value for Money

Timeline

The successful Tenderer will be required to assume the Project technical lead role, to plan, schedule and time manage all Project tasks, to communicate the outputs and provide regular status reports, to identify potential risks for the Project and its intended outcomes and devise appropriate plans and strategies to address, deal with, and mitigate these. This process will begin September 2019 and be completed by December 2019.

Project Management

The Project and associated process will be overseen by a Steering Group with the support of the NEIC Programme Office. This group will be responsible for the tendering process and overseeing the management of the research. The Project successful Tenderer will report on a regular basis to the Steering Committee. It is envisaged that the successful Tenderer / Agency will appoint a dedicated Project Facilitator to work on the project. Should an alternative Project Facilitator be assigned during the lifetime of the project, this will be agreed in advance with the Steering Committee of the Liberty Park Project.

Proposed Budget:

- The successful tender will be awarded on a value for money basis, within a maximum budget of €24,000 to include all costs such as institutional fees, administration costs, travel and accommodation expenses incurred and VAT.
- Applicants should provide a breakdown of costs.
- A tax clearance certificate must be provided prior to the awarding of any contract

Tender Submission Documents

Tenderers / Consultants are requested to outline and address the following:

- Provide an executive overview of the proposal, outlining an understanding of proposal requirements, as set out in this document.
- Include a methodology statement / outline detailing how the Project proposal will be addressed and outline steps to be undertaken to ensure its success.
- Include a detailed work plan, outlining timescales and resources to be committed / dedicated to the project, clearly identified milestones, together with the timeline to reach these
- Confirmation of the structure and composition of the project team with CVs of each member of the project team.
- Provide examples of previous experiences in carrying out similar work.
- Include a Pricing Schedule
- Provide name, address, telephone number and email address of the company submitting the proposal and the name of the contact person.
- Confirmation that the quotation holds good for 90 days, after the closing date for receipt of quotations.
- Contact details of two recent professional referees who can be contacted.
- Include any other information deemed relevant

Ethical, Confidentiality & Data Protection Procedures

The successful tenderer / consultant will be required to comply with all legislative requirements such as:- Section 42 of the Irish Human Rights and Equality Commission Act, Freedom of information legislative requirements, and the General Data Protection Regulation (GDPR).

Conflict of Interest

Any conflict of interest involving the contractor and the NEIC Initiative (or the projects funded under the initiative, its staff or their relatives) must be fully disclosed in the response to this Invitation to Quote, or should be communicated to NEIC representative immediately upon such information becoming known to the contractor, in the event of this information only coming to their notice after the submission of a quote and prior to the award of the contract.

Terms and conditions

- Costs such as travel, subsistence and miscellaneous outlays will not be borne by NEIC Programme Office.
- Those making a submission should ensure that their submission addresses, in full, the requirements set out in this document and that all information requested is supplied.
- Shortlisting of submissions may apply and successful shortlisted applicants may be required to provide clarifications and more details as required.
- The NEIC Programme Office does not commit itself to accepting the lowest or any particular quote and will not be liable for any costs incurred in the preparation or presentation of quotes.
- All bidders must be tax registered and have a tax clearance certificate.

- It is expected that the successful bidder will be in a position to commence and complete the work in line with the agreed time frame.
- As outlined, payments to the successful Tenderer will be made in two equal payments (one at mid interval and one at completion of work) subject to satisfactory work progress and agreement of project milestones in advance of commencement.
- Meetings may be organised between the NEIC representatives and the successful Tenderer to review an agreed work timeline.
- Canvassing by any bidder will lead to immediate disqualification from the process.

Final reports arising from all stages of the facilitation process will be NEIC branded reports.

Completion date: December 2019

Applications should be submitted by e-mail to: neic@dublincity.ie

Closing date for applications: Close of Business 5pm Friday 20th September. No applications will be considered after this time

Enquiries to:

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Example Theory of Change Logic Model



