
INVITATION TO TENDER: TERMS OF REFERENCE

Review of Healthy Ireland – Men, 2017-2021

Background

Ireland was the first country in the world to adopt a National Men's Health Policy (<https://www.mhfi.org/menshealthpolicy.pdf>), and other countries are now building upon the pioneering spirit and practical learning from the Irish experience.

This Policy was succeeded by the publication of a National Men's Health Action Plan called 'Healthy Ireland - Men, 2017-2021' (<https://www.mhfi.org/HI-M.pdf>) which was a significant and important step in continuing the momentum and progress that had been achieved in the area of men's health policy in Ireland in recent years.

However, this Action Plan is now coming to the end of its tenure, and an independent consultant is being sought to review the progress which was made during the lifespan of this plan, as well as map out the future direction of a new plan.

Project Purpose

The main purpose of this tender is to review the implementation of the National Men's Health Action Plan (HI-M 2017-2021). This review will inform the strategic direction and content of a new five-year National Men's Health Action Plan.

The objectives of this contract are to:

1. Review progress in relation to specific Thematic Areas and Actions identified in HI-M 2017-2021. This should be conducted with due regard to budgetary constraints and to value for money in terms of progress achieved against allocated budgets to men's health.
2. Review the effectiveness of governance and implementation strategies adopted in relation to HI-M 2017-2021. There should be a particular focus on reviewing the Advisory Group's progress in meeting its terms of reference and on making recommendations for the future work of the Group. The progress of HI-M 2017-2021, from the perspective of the Advisory Group, should be evaluated.
3. Review progress on the HI-M 2017-2021 Thematic Areas and Actions with key stakeholders. There should be a focus on identifying progress, enablers and barriers to implementation, and making recommendations for future target areas. This should include consultation with CHO Managers and Heads of Services.
4. Draft a new HI-M Action Plan that identifies clear Thematic Areas and Actions and that gives due consideration to: (i) alignment with current funding mechanisms (Pobal, Sláintecare); (ii) alignment with local delivery models at CHO and Health Communities level; (iii) scale-up of existing evidenced-based programmes; and (iv) recommendations for the development of new work streams in line with the development of new priority areas.

The Role of the Contracted Agency / Service Provider

The contracted agency / service provider will be required to undertake the review of HI-M 2017-2021 involving the phases described below.

Scope of Services Required under the Contract

The contracted service provider will be required to undertake all aspects of the review including, but not limited to, project management and administration, fieldwork, analysis and reporting.

The review will involve the following phases, project deliverables and timelines:

Phases	Outline of Work to be Undertaken	Deliverable	End Date
Phase 1	Review of progress in relation to the specific Thematic Areas and Actions of HI-M 2017-2021 with due regard to budgetary considerations.	Final brief report consisting of a research methodology section, results of all phases and a discussion of findings. Draft new five-year National Men's Health Action Plan (modelled on the current Plan).	29 th April 2022
Phase 2	Review of the effectiveness of governance and implementation strategies adopted in relation to HI-M 2017-2021, including the Advisory Group's progress in meeting its terms of reference and on making recommendations for the future work of the Group.		
Phase 3	Review of progress on the HI-M 2017-2021 Thematic Areas and Actions with key stakeholders.		
Phase 4	Prepare a new draft five-year Men's Health Action Plan.		

Anticipated Benefits

The review and evaluation of the Healthy Ireland - Men Action Plan will assist in the development and prioritisation of men's health policy in Ireland.

Timeframe

This work must be completed by no later than Friday 29th April 2022. All documentation must be fully proofed and submitted in Word format.

Status of Contractor

The person(s) awarded this contract will act in a self-employed consultancy capacity. They will be responsible for all their own tax affairs, office supplies, transport, equipment, gaining access to data and academic literature etc.

Tender Format

Tender submissions must include the following:

- Name of the primary contact person.
- Organisation / company name.
- Full contact details (e.g. postal address, telephone, email and website).
- Organisation / company overview (e.g. history, aims, ethos, size, structure, quality standards attained etc.).
- Examples of recent work undertaken which is similar to our requirements.
- Project Development Plan (i.e. how you would propose to meet our requirements - including a timeline).
- Details of who will take the lead (and, if applicable, supporting responsibility) for this project - including a brief CV of each person.
- A detailed breakdown of the total cost for this project and the suggested payment schedule - all figures must include VAT where applicable.
- Commitment to complete the project within the timeframe required.
- Names and full contact details of two referees whom we can contact to ask about your previous work.

PLEASE NOTE: As the deadline for receiving bids is quite short, the selection panel do not expect very lengthy submissions. However, it is crucial that all of the above criteria are met.

Closing Date for Submissions

The deadline for return of tender submissions will be 5.00pm on Friday 17th December 2021. Late tenders will not be accepted.

Only electronic applications will be considered. Please send tenders by email, along with a CV, to: tenders@mhfi.org

Assessment of Applications

Tenders will be assessed by a Selection Panel against evidence of:

- Understanding of our needs.
- Appropriateness of the methodology proposed.
- Presentation of a clear, detailed and structured work plan.
- Relevance of experience.
- Commitment and ability to complete the task within our timescale.
- Value for money.
- Overall quality of the tender bid in terms of clarity and presentation.

Applicants will be informed of the outcome of their application by Wednesday 22nd December 2021.

Any Other Questions

Please email: tenders@mhfi.org if you have any other questions.