



## **CALL FOR TENDER**

### **Evaluation of the NWC All-Island Women's Forum (AIWF)**

**June 2025**

#### **Background**

The national women's council is seeking a suitable qualified evaluator to undertake the evaluation of the All-Island Women's Forum (AIWF) from 2021-2025.

#### **All-Island Women's Forum**

The All-Island Women's Forum (AIWF) is a cross-border initiative established to bring together women's groups and activists from both Northern Ireland and the Republic of Ireland. Its goal is to foster cooperation, dialogue, and inclusion on issues affecting women across the island, especially around peacebuilding, leadership, and equality.

Originating from member engagement in the National Women's Council's 2021–2024 Strategic Plan, the Forum was created in response to a clear demand for deeper North-South collaboration and to address the ongoing marginalization of women from key decision-making spaces. Led by the National Women's Council (NWC), the All-island Women's Forum comprises 40 members, 20 members from the South and 20 members from Northern Ireland.

The purpose of the Forum is to encourage greater all-island cooperation within civil society organisations and identify key areas that can be addressed on an all-island basis. The Women's Forum works to empower marginalised groups to participate in similar structures and initiatives, encourage and foster greater all-island partnerships and model the potential for greater cooperation across the island of Ireland.

With ongoing issues like political instability and the cost of living crisis, the AIWF underlines the critical need to include diverse women's voices in peacebuilding and reconciliation efforts across Ireland.

#### **Aim**

As the AIWF is in its third year (2025), this project is seeking to contract an external independent evaluation to assess the impact and outcomes of the Forum and make recommendations for the future effectiveness and success of the Forum.

This evaluation will include consultation with the members of the Forum, evaluation of the structure, meetings etc. It will also include key external stakeholders, including the Shared Island Unit, to assess the wider impact of the Forum on the issues of peace building, engagement and dialogue within a shared island context.

### **Evaluation Scope**

The evaluation will:

- Assess the relevance and effectiveness of the work of the Forum, the outcomes and impact of the Forum and the practical management and support arrangements for the AIWF from its start in July 2021 until December 2025.
- Make recommendations for the future work of the Forum

### **Methodology**

The methodologies are expected to include desk-research, review of work of AIWF, materials and events, engagement with NWC personnel, Forum members, funders and key stakeholders through a range of methodological approaches – interviews/focus groups/ surveys.

The evaluator will liaise with a dedicated member of the NWC team at key points in the evaluation and the time frame for this will be agreed at contract signing stage of the tender process.

### **Profile of Researcher**

The researcher should have

- Knowledge and experience in project assessment and evaluation, including:
- Demonstrable insight and experience with gender and women's equality issues
- Understanding of north south relations and experience of working with civil society in both jurisdictions is desirable
- Understanding of the community and voluntary sector and its relationship with state policy and decision making and insight into issues of civil society engagement and participation
- Excellent and Accessible to wide audiences Writing Skills
- Strong communication skills with an ability to engage with a range of diverse audiences

### **Tender proposals should include:**

- A statement or narrative demonstrating understanding of the project's aims and objectives
- A demonstrated understanding and awareness of the requirements of the project
- A work plan identifying the approaches and methodologies to be used in carrying out the evaluation, demonstrating how the scope of the work will be achieved
- An outline of the skills and experience of the evaluator/evaluation team

- A demonstration of the arrangements for effective communication to ensure that the objectives of the evaluation are being achieved
- The provision of one example of a similar evaluation report
- A demonstrated ability to meet project timelines and to keep within the budget specified
- Contact information for two recent clients who may be contacted for references in relation to this tender

## Output

An accessible report (approx. 20-25 pages) which is written in clear, plain, and succinct language for a lay audience, complete with an executive summary. A draft report is expected by Wed 10<sup>th</sup> December 2025.

## Budget and Time Frame

The budget for this research is €9,000 inclusive of VAT.

The total budget for the evaluation is €9,000 inclusive of VAT and all expenses. A payment schedule will be agreed with the successful candidate. This research will officially begin in July 2025 and conclude by December 2025.

## TENDERING PROCESS

### Tender requirements

To apply, a Tender Proposal should be emailed to Liliana Fernandez: Lilianaf@nwci.ie **by 5pm on Wed, 25/06/2025**. All information provided to NWC in response to this request will be treated in strict confidence.

Tender proposals should include the following:

<b>Person/organisation details</b>	<ul style="list-style-type: none"> <li>• The name and address of the tenderer</li> <li>• The organisation associated with the tenderer (if relevant)</li> <li>• The tenderer's CV and the CVs of any personnel expected to support with this project. CVs should include all relevant experience and have two examples of relevant research projects with a separate contactable referee for each</li> </ul>
<b>Qualification, Relevant Experience &amp; Track Record</b>	<ul style="list-style-type: none"> <li>• An outline of skills, qualifications, and experience in this area</li> <li>• A demonstrated track record in qualitative research; experience on a</li> </ul>

	<p>similar research project and/or of working with marginalised groups will be an advantage</p> <ul style="list-style-type: none"> <li>• Experience of adhering to research ethics – including the responsibilities of the researcher with respect to data protection</li> </ul>
<b>Proposed Methodology &amp; Understanding of the Brief</b>	<ul style="list-style-type: none"> <li>• A demonstrated understanding of the research aims and the researcher's responsibilities for this project</li> <li>• The proposed methodology for delivering the best results, in line with the conditions of this tender</li> </ul>
<b>Cost, Timeframe, &amp; Value for Money</b>	<ul style="list-style-type: none"> <li>• Confirmation of ability to meet the timeframe of the project, including a provisional outline of a workplan</li> <li>• A demonstrated proficiency in delivering results, including with respect to communicating with project stakeholders and ensuring research meets expected deadlines and milestones</li> <li>• An outline of the costs: <ul style="list-style-type: none"> <li>○ Set out any issues which may impact on the cost</li> <li>○ All costs must be inclusive of VAT and expenses</li> <li>○ Demonstrate value for money</li> <li>○ Breakdown of costs showing the number of days required to complete the task, the number of days for each person, if there is more than one person involved</li> <li>○ The fee quoted should include travel and subsistence costs</li> </ul> </li> </ul>

### Conditions of Tender

- Tenders that are delivered late will not be considered.
- NWC reserves the right not to award a contract if no proposal is suitable.

- c) NWC requires that tenderers treat all information provided pursuant to this Invitation to Tender in strict confidence.
- d) Information supplied by tenderers will be treated as contractually binding. However, NWC reserves the right to seek clarification on any such information.
- e) All material gathered and all outputs arising out of the proposed contract will remain the property of NWC. Tenderers must agree to this condition.
- f) All information and knowledge acquired by the successful tenderer during this project must be handled responsibly, ensuring compliance with GDPR standards and best practices.
- g) Contractors must retain records of tax reference numbers for any subcontractors, whose payments exceed €5,000 including VAT.
- h) Any conflicts of interest involving a contractor (or contractors in the event of a group or consortium bid) must be fully disclosed to NWC, particularly where there is a conflict of interest in relation to any recommendations or proposals put forward by the tenderer.
- i) NWC will not be liable for any costs incurred in the preparation of the tender.
- j) Payment for all services covered by this Invitation to Tender will be on foot of appropriate invoices. Invoicing arrangements will be agreed with the successful supplier(s), subject to the terms of the Prompt Payment of Accounts Act (27 of 1997).
- k) Payment of all services covered by this invitation to Tender will be based on the agreed contract price, completion of agreed stages of the work plan and upon the submission of the appropriate invoices.
- l) NWC will have sign-off and editing rights to the final version of the research report ahead of publication. NWC will ensure the final report and any subsequent use of the research materials gives due credit to the successful tenderer.
- m) NWC will own the completed research and will retain copyright.

## **Evaluation of Tenders**

Tenders will be evaluated initially with reference to the following qualification criteria:

- Qualification, Relevant Experience, and Track Record – 30%
- Understanding of the Brief and Proposed Methodology – 50%
- Cost of Successful Project Delivery, Timeframe, and Value for Money – 20%

Only those tenders deemed to have sufficiently met the threshold for the above qualification criteria will be eligible for inclusion in the award process. Tenderers are advised that they may be required to make a formal presentation of their proposal.