

**INVITATION TO TENDER**

**“The Rights, Experiences and Needs of Older Prisoners in Ireland”**

**About IPRT and our Work**

The **Irish Penal Reform Trust** (IPRT) is Ireland's leading non-governmental organisation campaigning for the rights of people in the penal system and the progressive reform of Irish penal policy. Established in 1994, IPRT has a well-established role as an independent voice in public debate on the Irish penal system. IPRT is committed to reducing imprisonment, respecting the rights of everyone in the penal system, and progressive reform of the penal system based on evidence-led policies.

**Context**

10% of people in prison custody today are aged over 50. There has been a 75% increase in this category of prisoner since 2008, with a 92% increase in the number of people aged over 50 committed to prison each year between 2008 and 2013.

Older prisoners therefore represent a substantial and increasing minority within the prison system. With the growing number of older prisoners there has come acknowledgement that the needs of this group differ greatly from those of the general prison population. Specific issues relate to mobility, visual/hearing impairments, ability to engage with activities and programmes available within prisons, and issues relating to mental health including dementia and Alzheimer’s. Despite acknowledgement of the specific needs of this group, there has as yet been little measurable progress in the development of targeted strategies to address and facilitate the healthcare needs of this substantial, and increasing, proportion of the prison population.

IPRT has secured funding from St. Stephen’s Green Trust to pursue a policy and awareness-raising project on issues relating to older prisoners in Ireland. The core output from this project will be a concise issues paper for submission to key policy makers, with a view to securing specific policy commitments which promote inclusion and equality of older detainees.

**Requirements**

* Primary or Postgraduate degree in a relevant discipline;
* Demonstrated knowledge of the Irish Criminal Justice System and/or ageing issues;
* Experience in a range of research methods, incl. interviews and desk-based research;
* Ability to liaise with key stakeholders involved in the Irish Criminal Justice system;
* Experience in producing high quality research to publication standard;
* Exceptional attention to detail and ability to adhere to strict budgetary and deadline requirements;
* Maintenance of detailed, accurate and fully evidenced time-keeping records.

**Invitation to Tender**

IPRT invites submissions of tenders to deliver the specific project detailed below:

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| **METHODOLOGY** | Our project proposal envisaged the basic model set out below. We are, however, open to considering adapted models of delivery (with the agreement of the project funders) within the current budget and time constraints of the project.   * Desk Based Research - scoping current older prisoners domestic policy landscape and international best practice   *[existing preliminary desk-based research documentation will be made available to the successful tender]*   * Interviews and Fieldwork with prisoners, ex-prisoners and stakeholders * Formulation of policy recommendations arising from evidence. |
| **BUDGET** | This is a fixed price contract for services costing no more than €5,000 (inclusive of V.A.T., travel, subsistence, word and data processing, printing, overhead expenses, and attendance at the launch event). IPRT will pay directly for review, design, dissemination, media work and launch event linked to the project. Payment may be phased and linked to progress. |
| **AIMS/ OBJECTIVES** | The primary goal of this project is identify issues affecting older prisoners, to catalyse action, and to raise awareness of their needs as a vulnerable minority group. The issues paper will provide clarity on best practice and the standards needed to ensure the protection of rights of older prisoners, with the aim of embedding policies for the protection of such rights. IPRT’s further objective is to secure a commitment by relevant policy-makers, including the Irish Prison Service, to develop and implement specific policies that address the rights and needs of older prisoners. |
| **DELIVERABLES** | The key output of this project will be a concise issues paper for launch and submission to key policy makers, with a view to securing specific policy commitments which promote inclusion and equality.  We would also like the researcher to participate in the launch event of the report, if possible, as part of the tender. |

**Time Frame:**

The issues paper for submission to policy makers should ideally be complete by July 2015 (although this is open to negotiation).

**Tax/ VAT**

Valid tax clearance certificates will be sought from the successful tender.

**Tender Process:**

Tendering individuals or organisations must submit a tender document of no more than 4 pages in total. Each tender should include:

* A profile or CV of the individual making the proposal;
* Details of previous relevant work in this area;
* The methodology you propose to adopt to achieve the key deliverables;
* Costing and timeline with respect to the proposed work expressed within the overall budget for research of €5,000 (incl. VAT if applicable).

**Assessment of Tender:**

Each tender received will be assessed on the basis of:

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| **CRITERIA** | **SCORE** |
| Demonstrated knowledge and understanding of the brief; | 30 |
| Track record in relevant work; | 20 |
| Approach/methodology | 20 |
| Value for money | 20 |
| Availability to carry out the project within the stated timeframe | 10 |
| **Total** | **100** |

**To note:**

* Additional information may be sought at the assessment phase.
* Before final decision, a number of the most competitive tenders may be invited for further discussions on their proposals for the purpose of elaboration, clarification and/or aiding mutual understanding.
* IPRT shall not be liable for any costs and/or expenses incurred in respect of the preparation or the submission of any tender documents or associated material.

**Lowest price tender is not a guarantee of success.**

**Tenders should be submitted by e-mail to** [**director@iprt.ie**](mailto:director@iprt.ie) **by**

**noon on Monday 2nd March 2015**