



Request for Quotations (RFQ)

Independent Evaluation of Hygiene Hub Pilot Programme

1. Background

Hygiene Hub is an Irish charity working to tackle hygiene poverty by improving access to essential hygiene and personal care products to those in need. Through a network of volunteers, local Hubs and community partners, Hygiene Hub distributes hygiene products to individuals and families experiencing financial hardship and supports organisations working directly with communities across Ireland.

As part of our commitment to continuous learning, improvement and evidence-based practice, Hygiene Hub is seeking an independent consultant to undertake an evaluation of a pilot programme currently being delivered by the organisation.

2. Purpose of the Evaluation

The purpose of this evaluation is to independently assess the delivery, effectiveness and outcomes of a pilot programme, generating learning that will inform future programme development, service delivery and wider policy discussions relating to hygiene poverty and access to essential items.

The evaluation should provide an objective assessment of:

- How effectively the pilot programme has been implemented
- The extent to which the programme has achieved its intended outcomes
- The experiences and perspectives of key stakeholders involved in or impacted by the programme
- Key successes, challenges and learnings from the pilot
- Opportunities for improvement, development or future expansion
- The feasibility, requirements and considerations for expanding the programme nationally or to additional communities

The evaluation will result in a comprehensive report providing evidence-based findings and clear recommendations for practice and policy, including a proposed model for future expansion of the programme.

3. Scope of Work

The appointed consultant will be expected to:



- Develop an appropriate evaluation methodology in collaboration with Hygiene Hub
- Review relevant programme documentation, data and existing evidence
- Engage with relevant stakeholders, which may include programme participants, delivery partners, staff, volunteers and other relevant stakeholders
- Analyse qualitative and quantitative data collected through the evaluation process
- Identify key findings and learnings
- Produce a final evaluation report with clear, practical recommendations for future delivery and policy development

Consultants are encouraged to propose the methodology they consider most appropriate to achieve the objectives of the evaluation.

4. Expected Deliverables

The successful consultant will be expected to provide:

- 1. Evaluation plan and methodology**
 - Proposed approach, evaluation framework and timeline
- 2. Data collection and analysis**
 - Completion of agreed research activities, stakeholder engagement and analysis

- 3. Final evaluation report**

The final report should include:

- Executive summary
 - Background and context
 - Evaluation methodology
 - Findings and analysis
 - Key learning
 - Limitations
 - Conclusions
 - Clear recommendations for practice and policy
 - A proposed model for expansion, including consideration of:
 - Recommended delivery model
 - Required resources and infrastructure
 - Staffing and operational requirements
 - Partnership requirements
 - Potential risks and mitigation measures
 - Considerations for sustainability and long-term impact
- 4. Presentation of findings**
 - A presentation or discussion session with the Hygiene Hub team and/or relevant stakeholders to share findings, recommendations and proposed expansion model.

5. Consultant Requirements

We are seeking applications from consultants or organisations with:

- Demonstrable experience conducting independent evaluations
- Experience designing and delivering evaluations of community, social impact or public service programmes
- Strong research, analysis and report-writing skills
- Experience engaging with diverse communities and stakeholders
- Understanding of the charity, community development or social inclusion sectors

Experience relating to poverty, inequality, health, education, family support or access to essential goods/services would be advantageous.

6. Proposed Timeline

The evaluation is expected to take place between September 2026 - January 2027.

Indicative timeline:

- RFQ issued: 7th August
- Deadline for submissions: 28th August
- Consultant appointed: 4th September
- Evaluation commencement: 18th September
- Draft report submitted: 20th November
- Final report completed: 15th January

7. Submission Requirements

Interested consultants should submit:

- A brief proposal outlining their understanding of the evaluation requirements and proposed approach
- Relevant experience and examples of previous evaluation work
- Details of the proposed team (where applicable)
- Proposed timeline
- A detailed quotation outlining costs and any associated expenses

Submissions should be sent to info@hygeienhub.ie by 28th August.

8. Evaluation of Quotations

Submissions will be assessed based on:



Criteria	Weighting
Understanding of the brief and proposed methodology	30%
Relevant experience and expertise	30%
Quality and practicality of proposed approach	20%
Value for money	20%

Hygiene Hub reserves the right to request clarification or further information from applicants during the review process.

9. Contact Details

For further information or questions regarding this RFQ, please contact:

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