



Invitation to Tender

Rural Stop Smoking Outreach Programme

Commissioner: Lancaster District CVS

Contract Value: Up to £12,500 (inclusive of all costs)

Contract Period: October 2026 to 31 March 2027

Submission Deadline: 5.00pm, 9th October 2026

Background

Lancaster District CVS would like to commission a provider to deliver targeted stop smoking outreach activity within rural communities across the Lancaster District. The project aims to locate and engage smokers who may not currently access support and increase referrals into existing stop smoking hubs.

Project Aim

To recruit a minimum of **15 smokers from rural communities into existing stop smoking hubs by 31 March 2027.**

Eligibility

Applications are welcome from:

- Voluntary, Community, Faith and Social Enterprise (VCFSE) organisations, including charities and community interest companies.
- Self-employed or freelance practitioners with relevant experience.
- Partnerships or consortiums involving the above.

The successful applicant will enter into a contract with Lancaster District CVS and will be responsible for all aspects of project delivery, monitoring and reporting.

Scope of Work

The successful provider will be expected to:

- Identify priority rural communities and populations within the Lancaster District for engagement.

- Deliver outreach activities aimed at smokers who are not currently accessing support.
- Promote existing stop smoking hubs and support referrals into services.
- Develop effective partnerships with local organisations, including community groups, parish councils, GP practices, pharmacies and social prescribers.
- Raise awareness of stop smoking support through local communications and community networks.
- Monitor activity and provide a final evaluation report.

Applicants are encouraged to propose the locations and engagement methods most likely to achieve the required outcomes.

Expected Outcomes

By 31 March 2027, the successful provider will have:

- Delivered targeted outreach activity within rural communities within the Lancaster District.
- Established effective local partnerships.
- Increased awareness of available stop smoking support services.
- Supported the recruitment of at least 15 additional smokers into existing stop smoking hubs
- Provided evidence of engagement activity, referrals and outcomes achieved.

Budget

A maximum budget of **£12,500** is available for the delivery of this activity. Proposals should demonstrate value for money and include all associated delivery costs.

Tender Submission Requirements

Please submit a proposal of no more than **four sides of A4** outlining:

1. Relevant experience and expertise.
2. Proposed delivery approach.
3. Target locations and engagement methods.
4. Partnership arrangements.
5. Project timeline.
6. Budget breakdown and proposed payment schedule.

7. Monitoring and reporting arrangements.

8. Contact details.

Assessment Criteria

- Understanding of the brief (20%)
- Proposed delivery approach (35%)
- Relevant experience and expertise (20%)
- Value for money (15%)
- Monitoring and reporting arrangements (10%)

Submission Details

Please submit proposals by **5.00pm on 9th October 2026**.

Contact: Jenny Reddell

Lancaster District CVS

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Additional Information

This opportunity is a **commissioned contract and not a recruitment exercise**.

Applications are welcomed from both organisations and suitably experienced freelance practitioners. Late submissions may not be considered.