



Request for Proposal (RFP) for Landscape review of barriers affecting progress in the field of Bioimaging

1. RFP Background & Objectives

Wellcome has recently developed its strategy to focus on four key areas: Mental Health, Climate & Health, Infectious Disease and Discovery Research.

The Discovery Research team has an ambitious mission to achieve significant shifts in understanding life, health, and wellbeing through curiosity-driven research across a diverse range of perspectives and contexts. We will use the full variety of tools at our disposal, including funding, partnerships and community building approaches, to support:

- Field-opening, field-building and field-shaping research which addresses fundamentally important questions for life, health, and wellbeing
- Creative and bold ideas, where researchers are able to take intellectual risks with their work
- Diversity of people, places, and approaches to generate new perspectives and insights.

Wellcome's Discovery Research (DR) team have developed a set of objectives to unblock barriers to discovery research. One area that DR is keen to explore further and move forward is the field of bioimaging. Wellcome has a history of supporting innovation in bioimaging; our current portfolio of investments has supported work that ranges from new tools and technologies to infrastructure and data repositories. We want to progress our work even further and identify new key areas where Wellcome investments in bioimaging methodologies, equipment, tools & technology development (across the scales of life, from atoms to humans) will afford field-opening/-advancing opportunities.

2. RFP Specification

The purpose of the RFP is to commission a delivery partner to provide critical insights on the following fundamental questions:

1. What are the nascent technologies/methodologies in the field of bioimaging that will enable researchers to formulate new hypotheses and address new fundamental questions for life, health, and wellbeing?
2. What are specific barriers (in terms of technology, methodology, hardware, software, and access) that are limiting progress in the field of bioimaging in both High-Income Countries (HICs) and Low/Middle-Income Countries (LMICs)?
3. Who are the key leaders on an international level that are driving development in the field of bioimaging?

The deliverable at the end of the work will be a report that will include a landscape analysis to identify global trends, gaps, and possible intervention options. Suppliers are encouraged to identify, and address gaps not covered here which would improve the final output. Wellcome is intending for this piece of work to equally cover both, the UK/HICs and LMIC landscape, addressing the different needs in both settings. We anticipate that the selected organisation will engage with experts/researchers and have experience in working within and/or with LMIC researchers.



Approach

The approach will be finalised after discussion with the consultants, but we welcome any approach that is most suited to address the objectives as set out in this RFP. Given the need to probe both depth of understanding and breadth of audience, we anticipate it will be mixed methods including but not limited to literature research, interviews with key leaders in the field and surveys with the wider research community.

Wellcome will provide a concept note, an initial list of key leaders for wider engagement and a list of potential questions that could help shaping the wider engagement phase. We anticipate that the names that we provide will act as a foundation list and that through initial engagement, additional individuals will be identified and engaged with. These individuals will be experts in their respective field (from both academia and industry), and constitute a diverse range of seniority, and geography.

Expected deliverables

We expect that there will be monthly check points with Wellcome staff over the duration of the project and a final report with slide decks outlining the findings which include:

- Landscape report based on literature research and interviews. The report will cover the current state of play within the field, barriers to further progress and novel avenues that are potential next big hits in the field of Bioimaging. Both in a HIC and in LMIC settings.
- Comprehensive synthesis report of the findings from interviews which tap into building an understanding of the research field landscape as well as identifying typical blockers both in a HIC and in LMIC settings.
- Any quantitative data on any outcomes from surveys that might have been used as part of the engagement.
- Summary reports of everyone that was engaged as part of the work.
- Integrated set of specific recommendations to Wellcome that are informed by the above points.

Timetable for the work

We anticipate that the programme of work will be delivered between the months of July and end of September 2022, however, there is an essence of flexibility which can be refined during the inception meeting.



3. RFP Timetable

#	Activity	Responsibility	Date
1	RFP issue to Suppliers	WT	9 th May 2022
2	Submission of Expression of Interest (Eoi) to RFP@wellcome.org	Supplier	20 th May 2022
3	Submission of Supplier Q&A to RFP@wellcome.org	Supplier	20 th May 2022
4	Return of Supplier Q&A to Suppliers	WT	w/c 23 rd May 2022
5	Submission of RFP Response to RFP@Wellcome.org and completed TPSRA2 form	Supplier	6 th June 2022
6	RFP Evaluation Period	WT	6-10 th June 2022
7	Notification of Contract Award	WT	w/c 13 th June
8	Contract Negotiation	WT & Supplier	w/c 27 th June - July 2022
9	Contract Start Date	WT & Supplier	End of July 2022

4. Response Format

The following headers support the timetable by providing further detail of the key steps.

Expression of Interest

Suppliers are asked to submit a short expression of interest by e-mail to RFP@Wellcome.org in accordance with the RFP timetable.

This should include a few lines confirming your intent to apply. In your response, please include;

- whether you are Individual or a company (Full company name and number and Registered company address)
- Indication of the intention to submit a proposal as a standalone organisation or as part of a consortium/partnership. If the latter is the case, please indicate names of your potential partners and your rationale for including them.
- Provide a non-binding cost estimate as a single figure (in GBP), excluding VAT.

Supplier Q&A

Suppliers are provided the opportunity to submit any questions they have about the exercise. All questions will be collated, anonymised, answered and returned to all suppliers who have submitted an expression of interest in the RFP process All questions are to be submitted to RFP@Wellcome.org in accordance with the RFP timetable.



RFP Proposal

Suppliers are required to submit proposals (not longer than 15-20 pages) which respond to the following sections.

- The proposal should demonstrate a clear understanding of the RFP objectives and the intended outcome and how the proposed approach will deliver these.
- A detailed methodology and recruitment approach through which they will conduct the work. We anticipate that as experts will need to be consulted that there would be a more qualitative focus and welcome a detailed description of how you envision this would be completed and how it addresses the objectives. If there are mechanisms towards quantitative research which will address the objectives, we welcome them. It will be important to not limit the research to high-income countries, and that we anticipate that a portion of the work will include experts from LMIC settings.
- Timetable - The proposal will need to include key milestones and deliverables aligning with the proposed timeline presented above. A final timeline will be agreed prior to finalising the contract. There can be some flexibility, however, limited as we are working to a fixed timeline.
- Detailed breakdown of costs Deliverables - Outline of what the anticipated deliverables, including interim deliverables, will be and in what format you'll present these findings.
- Evidence that demonstrates experience in this type of work, and experience in engaging with researchers and the science sector, not just in high income counties, but LMIC settings too.
- Quality assurance, data protection and management of risk. Please outline your approaches here. In particular, the recruitment approach must be compliant with UK GDPR, the Data Protection Act 2018 and The Privacy and Electronic Communications (EC Directive) Regulations 2003 ("PECR") (together, "DP Laws"). The chosen supplier must demonstrate in its response how its intended recruitment approach complies with DP Laws.

Evaluation

Proposals will be assessed against the following criteria:

- **Methodology**
 - **Coverage:** Will the chosen methodology provide robust evidence to address the fundamental questions outlined in the Specification section?
 - **Quality:** Is the proposed methodology rigorous and aligned with our objectives?
 - **Delivering outcomes:** Will the proposed methodology deliver the desired results?
 - **Diversity and Inclusion:** Are there any diversity, equity and inclusion risks identified in the applicant's work?
- **Team and experience**
 - **Skills and Experience:** Does the applicant/s have the relevant skills, experience, and contextual understanding to deliver this work?
 - **HIC and LMIC perspective:** Have the applicant/s provided a credible plan to engage with the research communities from both HIC and LMIC settings?
- **Delivery and outputs**
 - **Communication:** Is there an effective engagement and communication plan with Wellcome project team?
 - **Delivery plan:** Is the proposed delivery plan appropriate and achievable?



- **Feasibility:** How feasible is the delivery plan? Are there significant risks associated with the proposed timelines, and how well are they mitigated?
- **Sustainability:** Is the approach to delivery viable and sustainable, appropriate and achievable?
- **Budget**
 - **Value for Money:** Is the proposed work within budget and good value for money?

Contract Feedback

This section allows Suppliers to provide specific feedback to the contractual agreement which will be used should their proposal be successful. Contract feedback is to be incorporated into your proposal as an annex and in the following format;

Clause #	Issue	Proposed Solution/Comment

Suppliers submitting proposals as a registered company should review these Terms and Conditions [document](#).

Individuals submitting proposals as a sole trader (not registered) should review this [document](#). Individuals submitting proposals through their own personal services company please highlight this to the Wellcome contact immediately (see point 7 below).

Wellcome's Data Protection Compliance

Under GDPR/Data Protection law, Wellcome must keep a record of all personal information it is processing (i.e. collecting, using, and sharing). This record will be made available to the Information Commissioner's Office upon request.

This is Wellcome's record of data processing activities which meets GDPR article 30 requirements.

Suppliers are asked to complete the [TPSRA2](#) assessment before the RFP submission deadline for Wellcome to assess how you handle data.

5. About Wellcome

Wellcome supports science to solve the urgent health challenges facing everyone. We support discovery research into life, health and wellbeing, and we're taking on three worldwide health challenges: mental health, global heating and infectious diseases. Find out more about Wellcome and our work at: wellcome.org.

6. Non-Disclosure and Confidentiality

Prospective Suppliers should be aware that inappropriate publicity could have a serious effect upon Wellcome's business. The information contained within this document or subsequently made available to prospective suppliers is deemed confidential and must not be disclosed without the prior written consent of Wellcome unless required by law.



7. Prospective Suppliers Personnel - IR35 and Off Payroll Working Rules

Before the RFP response deadline, Prospective Suppliers must make the Wellcome Contact aware if they are intending to submit a proposal where the services will be provided by any individuals who are engaged by the Prospective Supplier via an intermediary i.e.

- Where the Prospective Supplier is an individual contracting through their own personal services company; or
- The Prospective Supplier is providing individuals engaged through intermediaries, for the purposes of the IR35 off-payroll working rules.

8. Independent Proposal

By submission of a proposal, prospective Suppliers warrant that the prices in the proposal have been arrived at independently, without consultation, communication, agreement or understanding for the purpose of restricting competition, as to any matter relating to such prices, with any other potential supplier or with any competitor.

9. Funding

For the avoidance of doubt, the output of this RFP exercise will be funded as a **Contract** and not as a Grant.

10. Costs Incurred by Prospective Suppliers

It should be noted that this document relates to a Request for Proposal only and not a firm commitment from Wellcome to enter into a contractual agreement. In addition, Wellcome will not be held responsible for any costs associated with the production of a response to this Request for Proposal.

11. Sustainability

Wellcome is committed to procuring sustainable, ethical and responsibly sourced services. This means Wellcome seeks to purchase services that minimise negative and enhance positive impacts on the environment and society locally, regionally and globally. To ensure Wellcome's business is conducted ethically and sustainably, we expect our suppliers, and their supply chains, to adhere to these principles in a responsible manner.

12. Disability Confident

The Wellcome Trust is proud to be a Disability Confident Employer (DC Level 2) and we encourage all our partners and suppliers to do the same. More information about this can be found on the government website [Disability Confident employer scheme and guidance - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/guidance/disability-confident-employer-scheme-and-guidance). Disability Confident is creating a movement of change, encouraging employers to think differently about disability and take action to improve how they recruit, retain and develop disabled people.

13. Accessibility

Wellcome is committed to ensuring that our RFP exercises are accessible to everyone. If you have a disability or a chronic health condition, we can offer adjustments to the response format e.g. submitting your response in an alternate format. For support during the RFP exercise, contact the Wellcome Contact.



If, within the proposed outputs of this RFP exercise, specific adjustments are required by you or your team which incur additional cost then outline them clearly within your commercial response. Wellcome is committed to evaluating all proposals fairly and will ensure any proposed adjustment costs sit outside the commercial evaluation.

14. Diversity & Inclusion

Embracing [diversity and inclusion](#) is fundamental to delivering our mission to improve health, and we are committed to cultivating a fair and healthy environment for the people who work here and those we work with. As we learn more about barriers that disadvantage certain groups from progressing in our workplace, we will remove them.

Wellcome takes diversity and inclusion seriously, and we want to partner with suppliers who share our commitment. We may ask you questions related to D&I as part of our RFP processes.

15. Wellcome Contact Details

The single point of contact within this RFP exercise for all communications is as indicated below;

Name: Lindsey Atkins-Tamblin
Role: Procurement Manager
Email: RFP@Wellcome.org