**Request for Information – NIHR Research Commissioning and Management services**

Attachment 2: Request for Information Template

## *Section 1: Administrative information*

|  |  |
| --- | --- |
| **Organisation name** | Click or tap here to enter text. |
| **Organisation address** | Click or tap here to enter text. |
| **Contact name** | Click or tap here to enter text. |
| **Telephone number for contact** | Click or tap here to enter text. |
| **E-mail address for contact** | Click or tap here to enter text. |

## *Section 2: Requested Information*

Please provide responses to all or some of the following questions:

DHSC are provisionally planning to structure the procurement into six lots (outlined in section 2.2.2). Please indicate your organisation’s level of interest in bidding for each lot, by completing the following table with 1 = High interest, 2 = Some interest, 3 = Unsure, 4 = Low interest, 5 = No interest.

|  |  |
| --- | --- |
| **Lot** | **Interest in bidding for (1-5)** |
| 1 | Choose an item. |
| 2 | Choose an item. |
| 3 | Choose an item. |
| 4 | Choose an item. |
| 5 | Choose an item. |
| 6 | Choose an item. |

For the lots you have responded ‘1 = High interest’ or “2 = Some interest” to in Q1, please complete the table below to advise whether your organisation has the capability to deliver the full scope of the requirements for that lot (section 2.2.3 of this document).

|  |  |
| --- | --- |
| **Lot** | **Capability**  **(Y, N, N/A)** |
| 1 | Choose an item. |
| 2 | Choose an item. |
| 3 | Choose an item. |
| 4 | Choose an item. |
| 5 | Choose an item. |
| 6 | Choose an item. |

If you have answered ‘No’ to any of the lots in Q2, please provide details of which service(s) under the lot your organisation does not currently have the full capability to deliver and advise whether this would prevent you from submitting a bid for that lot? (Please copy and paste the table below to submit a response for all applicable lots)

|  |  |
| --- | --- |
|  | **Response** |
| **Which lot?** | Click or tap here to enter text. |
| **Issue with capability for which service:** | Click or tap here to enter text. |
| **Comment:** | Click or tap here to enter text. |
| **Would you be prevented from submitting a bid?** | Click or tap here to enter text. |

Are there any lots that your organisation would need further detail on before you are able to determine whether you have interest/capability to deliver all the services within the lot? (Please copy and paste the table below to submit a response for all applicable lots)

|  |  |
| --- | --- |
|  | **Response** |
| **Lot:** | Click or tap here to enter text. |
| **Further information required:** | Click or tap here to enter text. |

Please provide any other feedback on DHSC’s provisional procurement lotting structure which we may wish to consider at this stage? DHSC is particularly interested if there is anything about the proposed approach that would act as a barrier to your organisation’s participation in this procurement.

|  |
| --- |
| **Response** |
| Click or tap here to enter text. |

DHSC are provisionally planning to permit suppliers to submit bids for, and be awarded, multiple lots. Does your organisation view this approach favourably or would this reduce the likelihood of your organisation participating in the procurement?

|  |
| --- |
| **Response** |
| Click or tap here to enter text. |

Given that the services have been provisionally reorganised across six lots, we anticipate that any successful bidder will need to undertake TUPE consultations and transitions with more than one incumbent supplier. Tenderers should therefore give consideration as to whether they have the resource necessary to undertake such consultations before participating in this procurement. Would this be a barrier to your organisation’s participation in this procurement?

|  |
| --- |
| **Response** |
| Click or tap here to enter text. |

Suppliers of different lots will be required to work together collaboratively to ensure external stakeholders experience NIHR as a single entity. This is likely to be mediated via an interface agreement. Would this be a barrier to your organisation’s participation in this procurement?

|  |
| --- |
| **Response** |
| Click or tap here to enter text. |

Are there any aspects of the Model Services Contract (<https://www.gov.uk/government/collections/model-services-contract>) that would act as a barrier to your organisation’s participation in this procurement?

|  |
| --- |
| **Response** |
| Click or tap here to enter text. |

Are there any aspects of the procurement process or timeline, outlined in 2.1.8, that would act as a barrier to your organisation’s participation in this procurement?

|  |
| --- |
| **Response** |
| Click or tap here to enter text. |

Is there any other feedback you would like to provide on the procurement which we may wish to consider at this stage?

|  |
| --- |
| **Response** |
| Click or tap here to enter text. |