

INVITATION TO QUOTE

FOR

PROVIDE SHORT-TERM LEADERSHIP
FOR A SERIES OF STRATEGICALLY
SIGNIFICANT POPULATION HEALTH
PROGRAMMES

ON BEHALF OF

NHS GREATER MANCHESTER
INTEGRATED CARE BOARD

(‘The Contracting Authority’)

Deadline for submitting ITQ Bid
Responses:

Tuesday 8th August 2023 at 23:59hrs

1. Introduction

NHS Greater Manchester are seeking to identify an independent contractor to provide leadership and co-ordination in relation to several strategically significant programmes as set out in **Schedule 1**.

2. Summary of Requirements

NHS Greater Manchester is working with other key stakeholders within the Greater Manchester system to take action that mitigates the potential impact of a number of the key determinants of health and inequalities.

This commission is seeking a credible and specialist partner or independent contractor to support this programme activity on a short-term basis with a specific focus on providing leadership to the following programmes of work:

- a) Making Smoking History
- b) Health and Employment
- c) Fairer Health for All Framework
- d) Healthy Cities Partnership

A more detailed overview of the responsibilities and expectations are included as **Schedule 1** of this document.

3. Quotation Requirements

Bidders will be invited to submit a quote no later than the deadline as indicated in the timetable below.

Your quote must be able to address the Award Criteria within the table below which will be used to evaluate your proposal and to identify the Recommended Bidder:

Award Criteria	Weighting
<p>1) Expertise and Credibility:</p> <ul style="list-style-type: none"> • Extensive experience and specialist knowledge of Population Health and Tackling Inequalities. 	<p>50%</p>

<ul style="list-style-type: none"> • Specialist knowledge of the evidence base as it relates to tackling smoking related harm • Specialist knowledge of the evidence base as it relates to ensuring good employment as a means of improving health outcomes. • Specialist knowledge of the evidence base as it relates to taking whole system action to reduce health inequalities. • Experience of leading complex programmes of strategy development. • Experience of leading complex transformational change. 	
<p>2) Delivery:</p> <ul style="list-style-type: none"> • Available from 1st October 2023 to 31st January 2024 in full. • Available to provide at least 4 days per week of capacity. • Able to provide dedicated and focussed attention to this commission. 	15%
<p>3) Greater Manchester Awareness:</p> <ul style="list-style-type: none"> • A comprehensive understanding of previous and current GM action focussed on the in-scope business areas. • A good understanding of the GM health and care system and its relationship with localities, GM Combined Authorities, and other key stakeholders. 	15%
<p>4) Value for Money:</p>	20%

<ul style="list-style-type: none"> Provides clear value for money 	
Total	100%

Applicants should submit a quotation of **no more than 2 sides of A4** setting out how they meet the minimum expectations set out in the table above.

The written response to this ITQ will be evaluated in accordance with the scoring criteria as detailed below which will be applied to each of the 4 award criteria and weighted accordingly:

Grade Label	Definition of Graded Questions	Grade
Superior	Response contains an extensive level of relevant detail and evidence which provides excellent confidence in the Bidder's understanding and capability.	4
Comprehensive	Response contains a good level of relevant detail and evidence which provides a strong level of confidence in the Bidder's understanding and capability.	3
Acceptable	Response contains sufficient relevant detail and evidence which provides an acceptable level of confidence in the Bidder's understanding and capability.	2
Limited	Response contains only limited relevant detail and evidence which provides only limited confidence in the Bidder's understanding and capability.	1
Deficient	Response to the question is deficient and fails to provide any form of confidence in the Bidder's understanding and capability.	0

Proposals must be submitted to gmhscp.adminpopulationhealth@nhs.net by **23:59hrs on Tuesday 8th August 2023**.

Proposals received after the deadline will not be considered for evaluation.

The Recommended Bidder will be the provider who has achieved the highest overall score against these criteria.

4. **The Budget**

The upper affordability limit for this activity is **£40,000 (excluding VAT)**.

Proposals which are within the upper affordability limit will be assessed for value for money against the scoring framework set out in Section 3 of this document.

Bids that exceed the upper affordability limit will not be considered for evaluation and will not be considered for contract award.

The maximum day rate for independent contractors is set at **£500+VAT**. **Applicants that exceed this day rate will not be considered.**

There will be no further funding available for any additional costs, expenses and/or liabilities incurred. Any additional costs shall be the responsibility of the Recommended Bidder.

It is the responsibility of Bidders to obtain for themselves, at their own expense, any additional information necessary for the preparation of their quotation.

5. **Timetable**

Milestone	Date
Invitation to Quote (ITQ) issued	25 th July 2023
Deadline for receipt of Clarification Questions	1 st August 2023
Deadline for receipt of Quotations	8 th August 2023
Evaluation of the Bids	9 th August 2023
Bidders notified of the outcome of the ITQ	10 th August 2023
Service Mobilisation / Contract / PO	1 st October 2023
Contract End Date	31 st January 2024

6. **Clarification Questions**

For any Bidder clarifications please contact the Commissioner directly via **gmhscp.adminpopulationhealth@nhs.net**.

In order to ensure equality of treatment of Bidders, anonymised details of all Bidder Clarification Questions and the Contracting Authority's clarification responses will be shared with all known Bidders as an FAQ document on 2nd August 2023.

7. Contract Award and Due Diligence:

The Contracting Authority reserves the right to undertake due diligence as it considers appropriate at any point throughout and/or after the ITQ process to seek the necessary reassurances in regard to the Bidder's bid response and overall ability to deliver the requirements of the Contracting Authority.

SCHEDULE 1

The Supplier will provide specialist consultancy, leadership, and programme management support to NHS GM Integrated Care in support of a number of priority business areas with the Population Health directorate as detailed below:

Making Smoking History:

- Work with colleagues to draw up the plans for the next phase of our ICS co-investment in the GM Making Smoking History programme, including overseeing a strategy refresh, developing a new action plan, establishing appropriate delivery mechanisms through a range of providers, and ensuring the appropriate PMO and delivery architecture is in place.
- Direct activities in relation to this area of work and playing a lead role in driving the work forwards and delivering specified outcomes working with the wider team.
- Provide strategic leadership across the tobacco agenda at GM level and engage with colleagues nationally and internationally to ensure that we bring the best local, national, and international evidence and innovation to our ambition to Make Smoking History.
- Work with senior leaders across the system, be responsible for setting the vision, evidence base, long term strategy and delivery programme for our approach to Making Smoking History. This includes strategic leadership against Start Well objectives within the Population Health Plan to transform and standardise smoke-free pregnancy pathways in line with maternity transformation.
- Provide leadership and tobacco control expertise for the MSH programme of behaviour change campaigns based on evidence and insight. This will include reviewing campaign delivery, providing oversight for planned North of England activity, illicit tobacco campaigns activity, tobacco work associated with the behaviour change rewards app.
- Provide leadership for local and GM stop smoking whole system transformation including influencing national agenda through engagement with NHSE and a range of national bodies including Royal colleges and ASH.
- Provide leadership and expert input to the smoke-free pregnancy programme including chairing of the GM steering group meeting and input to the UKCTAS RCT research steering committee for the programme evaluation.

- Provide leadership for the mobilisation and delivery of a new collaborative partnership programme to tackle illegal tobacco and support more effective system delivery of tobacco regulation.
- Provide leadership for work with partners such as GMCA and Mayoral team to consider and take forward policy options contained within the strategy and engagement to support any such plans, including work with the SFAC and a range of national partners as required.

Good Employment / Working Well:

- Work with others to draw up plans for the next stage of our ICS co-investment in activity to support those who are at risk of unemployment through ill health to remain in work.
- This will include overseeing a strategy refresh, developing a new action plan, establishing appropriate delivery mechanisms through a range of providers, ensuring the appropriate PMO and delivery architecture is in place, co-ordinating any commissioning activity that is required in relation to this activity, writing the associated contract and performance framework in relation to this activity and being responsible for all programme management requirements of this activity including plans, risk registers and review processes.

Tackling Inequalities / Fairer Health for All:

- Translate ongoing co-design activity in relation to a framework for tackling health inequalities in Greater Manchester into an implementation action plan, with clear deliverables and a timeline for mobilisation. This will also involve supporting the co-design of a monitoring framework for this activity.

Healthy Cities Partnership:

- Provide day to day leadership of the NHS GM partnership with the Healthy Cities Partnership.

END