Request for quotation for

Health Economics training

Introduction

The National Institute for Health and Care Excellence (NICE) provides national guidance and advice to improve health and social care. NICE's role is to improve outcomes for people using the NHS and other public health and social care services.

We do this by:

* Producing evidence-based guidance and advice for health, public health, and social care practitioners.
* Developing quality standards and performance metrics for those providing and commissioning health, public health, and social care services.
* Providing a range of information services for commissioners, practitioners, and managers across the spectrum of health and social care.

Further information describing the methods and process employed by NICE are available from NICE’s website ([www.nice.org.uk](http://www.nice.org.uk)).

# The requirement

In the first year of our new NICE strategy, we made real inroads in delivery, continuing to support people and patients to receive the best possible care.

The feedback from internal and external stakeholders helped to shape 3 key areas of evolution for how we work:

* Actively drawing in the most cutting-edge improvements in care.
* Rapidly and robustly translating these into useful and usable advice.
* Purposefully influencing the system to adopt the best possible care.

These 3 areas of evolution informed 4 business priorities for NICE:

* **Digital living guideline recommendations**: Improving the usefulness and usability of our guidelines by publishing digital living guideline recommendations for breast cancer, with a new model of support for adoption of best practice.
* **Introduce a proportionate approach for health technology appraisals**: Expand our appraisal capacity by 20% through introducing a more proportionate approach to our advice on medicines.
* **Launch an early value assessment programme in medtech, with the initial pilot on digital technologies**: Providing quicker assessments of early value to identify the most promising medical devices, diagnostics and digital products - conditional on further evidence generation.
* **Continue to change the way we work, including our processes and culture**: Transformation of the way we work, including our technology, processes, and behaviours.

To deliver on our business priorities and strategic objectives, we need to ensure our technical staff have continuous learning opportunities to keep abreast of best practice, learn from one another and collaborate with technical teams across the organisation.

We are looking for an external provider to run a suite of short courses on Health Economics to support our technical staff with their continuing professional development.

We are looking for a provider who will provide the opportunity to partner with an internal subject matter expert at NICE, to co-facilitate and provide in-house support on an ongoing basis to technical staff.

# Requirement specification

The objective of the invitation to quote is to contract with a provider that would support NICE with:

* Planning, designing, preparing, organising, and delivering Health Economics technical training for NICE staff.
* Offering virtual 1-day workshops for our technical staff- technical analysts, technical advisers, health technology assessment analysts.
* Offer a suite of virtual workshops covering the below topics:-
1. An introduction to economic evaluation
2. Advanced issues in economic evaluation
3. Health economics decision modelling and critiquing models
4. Early models for designing clinical trials
5. An introduction to network meta-analysis
6. Practical issues in network meta-analysis for Health Technology Assessment
7. An introduction to R for Health Technology Assessment
8. An introduction to medical statistics
9. Health utilities for economic evaluation
10. An introduction to patient-reported outcomes
11. An introduction to scoping reviews, rapid reviews, and overviews of reviews
12. Identifying evidence for Health Technology Assessment
13. Software to support the systematic review process
* Recording the virtual sessions, for technical staff to access as a learning resource.
* Sharing the slides and any content used in the session delivery, in an accessible format, for technical staff to access as a learning resource.
* Providing meaningful management information (M.I.) to the Learning and Development team at NICE. This will include but is not limited to participant satisfaction with the workshops and content, followed by evaluation of programme impact.
* Meeting the project milestones on specified dates as set out in this document.

# Milestones (proposed minimum):

* Confirm attendance of staff to the event at least 1 week before the event.
* Changes to the course to be advised to the Learning and Development Team at least 1 week before each event.

Please send your responses to learninganddevelopment@nice.org.uk by no later than **15.00** on the **5/10/22.**

If you have any questions, please email learninganddevelopment@nice.org.uk, by no later than **28/09/22** all questions and answers will then be sent to all interested parties by the end of the 30/09/22.

# 3. Responses

In your responses please address the following points in the number order given:

## Experience and Expertise

* 1. Please provide an overview of your previous experience designing and delivering Health Economics technical training together with 2 examples or case studies demonstrating this experience.
	2. Please provide detail of how you will design, develop, and deliver the Health Economics training for NICE
	3. Please outline how you will work collaboratively with internal subject matter experts on the design, delivery, and co-facilitation of the short courses
	4. Please outline how you will facilitate virtual delivery, including any previous experience of delivering virtual sessions.
	5. Please propose your approach to the evaluation of the programme, including impact on both the individual participants and the organisation.
	6. Please detail the top 3 risks to this work and your mitigation to them.

## Flexibility

* 1. Please provide your availability and available dates to offer short courses on the subjects outlined in section 1, before the 31st March 2023. Please provide full details of your flexibility of timetabling and dates, in accordance with the requirements in Section 1 and 2.

## Costs

3.8 Please provide your costs.

3.9 Please provide a declaration (if applicable) of all current projects with clients or partners that your department/group/organisation is currently working with which could be seen as being detrimental or ethically opposed to the health aims promoted by NICE.

4 If your organisation (whole organisation including parent, group, or subsidiary) has a turnover of £36 million pounds or greater then please provide a Modern Slavery Act Transparency Statement: this should set out the steps you have taken to ensure there is no modern slavery in your own organisation/business and that of your supply chain. If your organisation has taken no steps to ensure there is no modern slavery in your own organisation, then your statement should say so. [Please note: a parent org/ group statement is acceptable; this is compliance with the Modern Slavery Act 2015.]

4.1 Attached with this specification is a redaction request form, please complete and return this along with you proposal and the above statements.

# 5. Transparency requirements

5.1 Please indicate which sections, if any, of your offer response are regarded as ‘Commercial in Confidence’ or ‘subject to the non-disclosure clauses’ of the Freedom of Information Act or the Data Protection Act and which exemption(s) apply to the indicated sections (please see section 8 above).

5.2 The proposal must be titled ‘NICE Health Economics Training’ and the bidder must answer all questions as accurately and concisely as possible in the same order as the questions are presented. Where a question is not relevant to the Bidders organisation, this must be indicated, with an explanation.

5.3 The Bidder must be explicit and comprehensive in their proposals as this will be the single source of information on which their response will be evaluated.

5.4 The Bidder is advised neither to make any assumptions about their past or current Bidder relationships with NICE nor to assume that such prior business relationships will be considered in the evaluation procedure.

5.5 Failure to comply with these instructions may result in your offer being rejected.

# 6. Selection Criteria

The selection criteria and weighting that will be applied to the bids are:

|  |  |
| --- | --- |
| **Criteria**  | **Weighting** |
| Experience and Expertise | 30 |
| Flexibility  | 20 |
| Project cost & value for money | 50 |

For transparency, NICE is providing the formula that will be used for the cost evaluation aspect and the scoring guide.

Cost Evaluation

The cost will be evaluated using the following formula:

Lowest Bidder’s Price / Bidder’s Price X 50 (the weighting)

Criteria and Scoring Guide

Each evaluator will independently evaluate each offer submitted using the following guide to score each criteria, the scores of all evaluators per criteria are then averaged and the criteria weighting is then applied to give an adjusted score.

|  |  |
| --- | --- |
| Scoring Note |  |
| -5 | The point is omitted |
| 0 | The point is not explained/ repeat of specification |
| 1 | The point is not acceptable |
| 2 | The point is possibly acceptable  |
| 3 | The point is acceptable |
| 4 | The point is well made and acceptable |
| 5 | The point exceeds expectations/ excellent |

# 8. Timeline

|  |  |
| --- | --- |
| Issue request for quotation | 13/09/22 |
| Deadline for questions | 28/09/22 |
| Answers sent out  | 30/09/22 |
| Deadline for submission of quotation | 5/10/22 |
| Selection of successful company and issue of quotations outcome  | 11/10/22 |
| Contract meeting with successful company | TBC 12/10/22 onwards |

# 9. Non-compliance

NICE expressly reserves the right to reject any proposal that:-

1. does not follow the instruction to offer guidance
2. is incomplete, for example where answers are not provided to any questions, or a reasonable explanation given as to why an answer has been omitted
3. refuses to adhere to, or makes significant unacceptable changes to the Terms and Conditions of Contract
4. has not responded to any mandatory elements, including failing to provide requested documents (i.e. the offer is non-compliant)