



Request for Quotes (RFQ) for Gender Data Landscaping

The Wellcome Trust is seeking a Supplier to conduct a landscaping review of how research organisations consider gender in their work, with a particular focus on data collection and disaggregation. Full details are as follows:

1. Background and objectives:

Wellcome is funding a research project led by academics at Imperial College London and the George Institute for Global Health who will work with UK medical research funders and regulators to produce recommendations for sex and gender policies that can be tailored to each institution. These policies, alongside educational materials for funders and their grantholders, will enable greater consideration of sex and gender in research and data disaggregation. The likely development of a Wellcome policy on gender in research will require informed reflection on the culturally determined dimensions of gender data, especially as our work goes beyond the UK research landscape. This project is an initial step towards this.

Wellcome is, and will increasingly be, conducting much of our work and funding research outside of the UK. Accurate and culturally sensitive policies for considering gender in research will require an understanding, unpacking, and reflecting on peer institutional approaches to gender and data. It will also require consideration of the differing understandings of gender in societies and in their data (to be addressed in future work, please complete the [Supplier Information Form on the Wellcome website](#) if you wish to be contacted when RFPs for these projects are published).

Wellcome intends to commission a landscaping review of public and private funders, medical research charities, research institutions, NGOs, and other associated bodies identified as relevant during the research, and their approaches to the inclusion of considerations of gender, particularly in relation to the collection and disaggregation of data, in research.

The purpose of this review is to:

- Identify good practice to adapt or replicate
- Gain a sense of Wellcome's position respective to the landscape
- Understand what education, training and guidance resources are available (for researchers and for funders and their grant-making committees) or might need to be developed.

Wellcome will take action (likely developing policies and accompanying support and advice) within the UK research environment based on the recommendations from the Imperial project. This landscaping work will provide the context to consider how to expand that work outside of the UK.

2. Scope of the work

We want to commission a landscaping review which will include three main components:

1. Agreeing inclusion and exclusion criteria with the Wellcome project team
2. Research (desk- and/or interview-based)
3. Written outputs

While we aim to understand the global research landscape through this work, we will agree a geographic scope with the successful Supplier.



3. Expected outputs

- A short paper proposing geographic and organisational scope, to be agreed with Wellcome
- A report and MS PowerPoint presentation of key findings, to include the following:
 - Geographic and organisational scope, and reasons for deciding this (as agreed in earlier output above)
 - Approaches taken by the organisations researched to the inclusion of considerations of gender, particularly focused on the collection and disaggregation of data by gender, in their own or their funded research
 - Existing educational materials and/or support systems for researchers relating to gender and, more specifically, gender and data in support of gender policies and/or practice
 - Recommendations relating to Wellcome's positioning within this context
 - Significant gaps identified or questions raised.

4. Preferred timelines

Please provide an idea of your availability to conduct this work, if possible with completion before the end of August 2022. We are ready to commence work as soon as possible, based on Supplier availability and contract negotiation.

- Suppliers submitting proposals as a registered company should review this [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.

If you have any questions regarding this RFQ process please contact the Procurement team on RFP@Wellcome.org.

We would be grateful for your response to this RFQ by 16:00BST on Tuesday 7 June 2022.

5. Detail requested in the quote

Please provide a detailed breakdown of costs for completing this work, and a named point of contact at your organisation.

Please also provide answers to the following questions:

- What methodology would you use to deliver this project? (Max. 300 words.) Please be sure to include:
 - Proposed stages and timeline for completing this work (including a minimum of two draft reviews by Wellcome)
 - Your approach to working closely with the Wellcome project team
 - Your proposed geographic and organisation-type remit.
- What previous experience do you have that is relevant to the delivery of this project? (Max. 300 words.) Please be sure to include:
 - A brief description of the project team, including their relevant experience.
- What risks do you foresee associated with the running of this project, and how would you mitigate them? (Max. 300 words.)
- What is your approach to equity, diversity, and inclusion as they relate to your proposed methodology, your practice, and your organisation? (Max. 300 words.)