



Supplier Q&A for Methane and Health RFP

Question	Answer
As long as it's within the 7-page limit, can I include in the Proposal 2 examples of policy briefs/reports that we have completed?	The exemplar work is not part of the 7-page limit. To be fair to everyone, we are unlikely to read more than one piece of exemplar work.
Should I also send through the actual PDF of the previous policy brief completed? Or should I only include the 500-700 words summaries of the examples contained within the 7-page Proposal?	We are expecting to see the exemplar work + summary separately from the proposal.
What is the relative focus of additional research and synthesis vs packaging existing research into a more engaging and accessible form?	The focus is on packaging existing research into a more engaging and accessible form. We will give the supplier an initial reading list but expect the supplier to follow it up by reading papers that the initial papers reference and do a light touch search of anything newer.
Who would be on point for the Wellcome side to manage this effort?	Reetika Suri
Is it possible to share the current research literature this brief will use?	We are still collating this and will share as soon as we can, but it may not be ready before the supplier evaluation period has ended.
How would you like the final product to be branded (e.g., will it be Wellcome branded only, or co-branded with the Research Group and / or the supplier)? If you would like it co-branded with the supplier – is this an 'essential' or 'nice to have' requirement, as it may not be possible to guarantee Marketing approval for co-branding within the project timescale.	The final product will be Wellcome branded
How will you measure the success of this policy brief? Do you have short-, medium- or long-term metrics for reach or specific actions / outcomes that you are aiming to track beyond launching the policy brief at COP27?	The policy brief will form part of a wider body of activities which have fairly long-term goals e.g., we are looking at changing national climate agendas to include health and methane is one angle. We have a roadmap of activities up to COP28 with various evaluation points built in and are still finalising our plans beyond COP28.
In terms of launch, do you already have a specific plan of events and activities in and around the COP27 programme in mind? Are you expecting the supplier to co-design the plan for launch and approach for engaging policy makers as part of this project and would you like proposals to include a focus on these aspects – or concentrate on document creation?	We would like the supplier to focus on document creation. However, if the supplier would like to share ideas for engaging with policymakers as part of their presentation if invited to the next stage of this process then we'd be happy to see them.
Can you please provide an indication of budget to inform design of the project approach and team structure?	We don't want your proposal to be limited in ambition. However, we are a charity and so value for money will be part of our assessment of the proposals.
Are you interested in seeing pricing options for a potential package of outputs such as a video and / or webpage that could be added to complement a traditional policy brief document, support the launch, and engage larger numbers of policy makers more effectively?	Happy to explore the idea of a video but we are not interested in a webpage at this stage.