

Request for Proposals (RfP) for an evaluation of Health at COP28

1. About Wellcome's Climate and Health and COP28 work

[Wellcome](#) is a politically and financially independent global charitable foundation. We improve health for everyone by funding research, leading policy and advocacy campaigns, and building global partnerships. Under our new strategy we will be supporting [discovery research](#) into life, health and wellbeing, alongside taking on three worldwide health challenges: [mental health](#), [infectious disease](#) and [climate and health](#).

Wellcome's climate and health programme seeks to significantly increase our understanding of the effects of climate change on human health and define the interventions and policies that can respond to the climate crisis in a way that protects and improves human health. Our longer-term policy and advocacy priorities seek to maximise the research and evidence synthesised in the climate and health space, to encourage uptake and impact through goal-driven engagement with policymakers, national bodies, healthcare sector, industry partners, communities and the public.

The first ever Health Day at COP28 is an exciting opportunity for the climate and health community. It has two objectives: Lift the political profile of climate change and health, to ensure public health is positioned as critical in the climate agenda; and Help close the global climate finance gap for health, by reducing chronic barriers to funding and maximising investment for climate change and health. Wellcome is supportive of the UAE's action-orientated and inclusive approach and of the emphasis placed this year on health as the human face of climate change, hence our involvement as Steering Committee members for Health Day. In parallel, we are working with health and climate actors outside formal COP working groups to align on messaging and promote ambitious outcomes at COP28.

Through our engagement, we hope to leverage the power of science both to secure new political commitments to address the health impacts of climate change, and to help close the commitment-to-implementation gap – particularly in LMICs. Specifically:

1. We want health messaging to make a convincing enough case that they get picked up by negotiators and key actors across sectors, to eventually shape the results of international negotiations or government's climate policies.
2. We wish to sustainably anchor health as a key and visible topic in future COP processes across both mitigation and adaptation, including by securing commitments from key funders and government actors (notably future COP presidencies) to that effect.
3. We hope that a rich and broad range of themes and issues at the intersection of climate and health are identified and visible, in a way that generates coverage which captures the stories and perspectives of those at the frontline of climate change and helps secure buy-in from the broader climate community.

2. RfP specification

The Climate and Health Policy team is seeking an evaluation supplier with climate expertise and significant experience of global-level climate advocacy and policy engagement to evaluate the outcomes of health actors' contributions to and engagement at COP28, to inform our influencing strategy for future COPs as well as the efforts of the broader climate and health community.

Such an evaluation would contribute to the following:

- Quantify the extent to which the objectives of the Health Community at COP (including Wellcome's COP28 influencing objectives, Health Day objectives, objectives shared by the

group of climate and health actors we are co-convening, objectives of Wellcome's key partners, and other relevant perspectives) have been reached, and their strategy has been successful. This will include identifying priority metrics and outcomes to be assessed through the scoping phase (likely to cover contributions of Wellcome's grantees and partners at least, as well as broader climate and health actors' contributions to the extent feasible).

- Assess, broadly, the extent to which health's presence at COP has contributed to improved climate outcomes.
- Capture partner and other key stakeholders' perspectives on contributions, their effects on overall outcomes for COP and Health Day, as well as for the future of the Climate and Health fields.
- Identify recommendations and lessons learnt to inform Wellcome's future COP engagement and potentially the influencing strategies of a broader set of climate and health actors.

We expect the supplier to be able to rapidly get on board to conduct scoping with a view to designing a methodology (including a framework for assessing and measuring results) and roadmap (by October), to travel to COP in order to gather first-hand perspectives including notably on Health Day, and to conclude the evaluation (including all outputs) by early-February 2024.

Final outputs are expected to include a brief (25-pages max) report for Wellcome, the majority of which is expected to be openly shared with climate and health partners. Two presentations (one internal to Wellcome and one to the broader group of climate and health actors) are also expected.

3. RfP Proposal

If you are interested in being considered for this contract, please respond to Wellcome's specific questions below in relation to this RFP exercise in a proposal document of no more than 10 pages.

Questions

- 1 What experience do you have delivering evaluations related to global climate-level climate advocacy or policy engagement?
- 2 Describe how you propose to meet our objectives and requirements, including your broad work planning and proposed methodology?
- 3 Introduce the individual(s) who would contribute to this work, their relevant background, geographic locations, roles, and if relevant ways of working together.
- 4 What are your commitments and approach to Diversity, Equity and Inclusion and how will these inform this work?
- 5 Outline any third-party relationships or partnerships you will utilise.
- 6 We require a supplier that will work in partnership with Wellcome's internal teams and with external stakeholders. Outline how you intend to work closely and collaboratively with these groups (including any software or systems and associated limitations)?
- 7 Provide your cost proposal based upon the requirements outlined within this RFP, setting out;
 - a) Cost breakdown
 - b) Supporting description of the application of financials
- 8 Provide an overview of your approach to risk management.

Proposals will be assessed against the following criteria:

**Methodology
(30%)**

Coverage: How well are the desired focus areas (as outlined in the specification) covered in the proposed methodology address?

Quality: Is the proposed methodology aligned with our needs?

Utility: Will the proposed methodology deliver the desired, credible, and useful results?

**Experience
(30%)**

Skills and Experience: Does the supplier have the relevant skills, experience, and contextual understanding to deliver this work?

**Delivery & Approach
(20%)**

Communication: Is there a good plan for collaborating/co-creating with Wellcome’s internal teams and external stakeholders?

Delivery plan and feasibility: Is the proposed delivery plan appropriate, feasible and achievable? Are there significant risks associated with the proposed timelines, and how well are they mitigated?

DEI: How well does the supplier embed Equality, Diversity and Inclusion across its ways of working and proposal? Does it have a diverse team involved?

**Value for Money
(20%)**

VfM: Is the proposed work within budget and good value for money?

4. Preferred timetable

Activity	Responsibility	Date
RFP published to Suppliers	Wellcome	18 September 2023
Questions received from interested suppliers	Suppliers	22 September 2023
Answers published to supplier questions	Wellcome	26 September 2023
Suppliers apply in response to RFP	Wellcome	2 October 2023
RFP Evaluation Period	Wellcome	3-13 October 2023
Notification of Contract Award	Wellcome	13 October 2023
Contract Negotiation	Wellcome & Supplier	16-20 October 2023
Contract Start Date	Wellcome & Supplier	20 October 2023

5. Contractual information and T&Cs

Due to the volume of responses expected from this RFP, Wellcome is not able to enter into negotiations with Suppliers over amendments to our standard terms and conditions. Please only submit a proposal if you know you can or have confirmed that your host organisation can agree to these conditions.

Suppliers submitting proposals who are registered companies should review this [document](#).

Individuals submitting proposals as a sole trader (not registered) should review this [document](#).

Please note Wellcome's position regarding ownership of Intellectual Property generated under this project, which we will not be deviating from here. Although as set out in the deliverables, Wellcome is open to supporting open access publication of the literature review generated under this commission subject to prior written agreement with Wellcome.

Individuals submitting proposals through their own personal services company please highlight this to the Wellcome contact immediately (see point 6 below)

6. Prospective Suppliers Personnel - IR35 and Off Payroll Working Rules

Before the RFP response deadline, Prospective Suppliers must make the Wellcome Contact aware if they are intending to submit a proposal where the services will be provided by any individuals who are engaged by the Prospective Supplier via an intermediary i.e.

- Where the Prospective Supplier is an individual contracting through their own personal services company; or
- The Prospective Supplier is providing individuals engaged through intermediaries, for the purposes of the IR35 off-payroll working rules.

7. Wellcome contact information

The point of contact within this RfP exercise for all communications is as indicated below:

Name: Robin Nataf
Role: Climate and Health Policy Lead
Email: r.nataf@wellcome.org

ANNEX A – Further information

Wellcome's Data Protection Compliance

Under [GDPR/Data Protection law](#), Wellcome must keep a record of all personal information it is processing (i.e. collecting, using, and sharing). This record will be made available to the Information Commissioner's Office upon request.

This is Wellcome's record of data processing activities which meets GDPR article 30 requirements.

Suppliers will be asked to complete the [TPSRA2](#) assessment at a later stage to assess the handling of data.

Evaluation

Wellcome will notify all suppliers who have been unsuccessful (Wellcome will not normally be able to provide feedback). Shortlisted suppliers might be invited to attend a presentation.

Presentation

Following submission of your proposal, selected shortlisted supplier(s) might be invited to present via a virtual teams meeting to clarify potential questions.

Non-Disclosure and Confidentiality

Prospective suppliers should be aware that inappropriate publicity could have a serious effect upon Wellcome's business. The information contained within this document or subsequently made available to prospective suppliers is deemed confidential and must not be disclosed without the prior written consent of Wellcome unless required by law.

Independent Proposal

By submission of a proposal, prospective Suppliers warrant that the prices in the proposal have been arrived at independently, without consultation, communication, agreement or understanding for the purpose of restricting competition, as to any matter relating to such prices, with any other potential supplier or with any competitor.

Costs Incurred by Prospective Suppliers

It should be noted that this document relates to a Request for Proposal only and not a firm commitment from Wellcome to enter into a contractual agreement. In addition, Wellcome will not be held responsible for any costs associated with the production of a response to this Request for Proposal.

Sustainability

Wellcome is committed to procuring sustainable, ethical and responsibly sourced materials, goods and services. This means Wellcome seeks to purchase goods and services that minimise negative and enhance positive impacts on the environment and society locally, regionally and globally. To ensure Wellcome's business is conducted ethically and sustainably, we expect our suppliers, and their supply chains, to adhere to these principles in a responsible manner.

Disability Confident

The Wellcome Trust is proud to be a Disability Confident Employer (DC Level 2) and we encourage all our partners and suppliers to do the same. Disability Confident is creating a movement of change, encouraging employers to think differently about disability and take action to improve how they recruit, retain and develop disabled people.

Accessibility

Wellcome is committed to ensuring that our RFP exercises are accessible to everyone. If you have a disability or a chronic health condition, we can offer adjustments to the response format e.g., submitting your response in an alternate format.

If, within the proposed outputs of this RFP exercise, specific adjustments are required by you or your team which incur additional cost then outline them clearly within your commercial response.

Wellcome is committed to evaluating all proposals fairly and will ensure any proposed adjustment costs sit outside the commercial evaluation.

Diversity & Inclusion

Embracing [diversity and inclusion](#) (D&I) is fundamental to delivering our mission to improve health, and we are committed to cultivating a fair and healthy environment for the people who work here and those we work with. We want to cultivate an inclusive and diverse culture, and as we learn more

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about barriers that disadvantage certain groups from progressing in our workplace, we will remove them.

Wellcome takes diversity and inclusion seriously, and we want to partner with suppliers who share our commitment. We may ask you questions related to D&I as part of our RFP processes.