

CADTH Post-Market Drug Evaluation **Bulletin #07** **RFP Clarification** **and** **Questions and Answers** **from RFP Information Session** **on March 2, 2022**

Competition File C-220350

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1. Questions may have been edited for clarity or to maintain confidentiality.

2. All questions are from the CADTH Information Session held on March 2, 2022.

Clarification by CADTH

Reference: Reference RFP Table 1: Schedule and Timelines.

- Item 4 Enquiry Submission Deadline 2:00 p.m. EST on March 8, 2022.
- Item 6 Deadline for CADTH to Issue Bulletins March 10, 2022.

Clarification:

- Item 4 Enquiry Submission Deadline is now extended to 2:00 p.m. EDT on March 18, 2022.
- Item 6 Deadline for CADTH to Issue Bulletins is now extended to March 22, 2022.

Question #01

Reference: RFP Section 2.3.3 Proposal Preparation Instructions Item b) queries and budget. Also, in the PMDE Core Network Partner Proposal Guide 2022, Section 8: Budget.

Question: Considering the scope of work for queries is unknown at this time, how can we budget accordingly?

Answer: Budget should be based on capacity of the team. Ranges are acceptable when determining capacity, e.g., 7-10 queries on an annual basis.

Question #02

Reference: RFP Section 2.3.3 Proposal Preparation Instructions Item b) queries and budget. Also, in the PMDE Core Network Partner Proposal Guide 2022, Section 8: Budget.

Question: In the event the query volume is increased in the second or third year of the grant, will there be an opportunity to revisit the budget of the Core Network Partners to add resources/staff or additional data access budget to meet the demands?

Answer: CADTH hopes that the volume increases as the program matures and is open to revisiting funding accordingly in the future should the need arise.

Question #03

Reference: RFP 3.1 Proposal Evaluation.

Question: Can you provide any information on who will be on the RFP selection panel so that applicants can determine how much detail to include when describing expertise?

Answer: Proposals should outline the skills and expertise of the team, enough to provide the review panel with a sense of the skills and expertise each core network partner would bring to the PMDE network to ensure the PMDE network partners and contractors are complimentary and will allow for enough skill and expertise to answer the queries of the customers. The technical proposal should include the most innovative and standard methods within the team but should not include great detail of each specific methodological expertise within the team.

Question #04

Reference: RFP Appendix B Expenses Item 5.2.

Question: Can you provide additional clarification on what is being asked of applicants when it comes to describing training opportunities and how the work would add value to traditional training opportunities?

Answer: Applicants are asked to describe how working within the PMDE network would add value to their team's trainees or highly qualified personnel (HQP). Although CADTH is not providing training funding, CADTH hopes that the PMDE network will add value and experience for trainees and encourages core network partners to leverage existing training programs.

Question #05

Reference: Bulletin #5 Q&A Question #01.

Question: Is there a required format for CVs/Resumes?

Answer: There is no required format. Reminder that maximum email size is 20 MB inclusive of all attachments (as stated in RFP Section 2.3).

End of file.