

## CADTH Post-Market Drug Evaluation

### Bulletin #10

### RFP Clarification

### and

### Questions and Answers

#### Competition File C-220350

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**Note by CADTH: Questions may have been edited for clarity or to maintain confidentiality.**

### **Clarification by CADTH**

1. Reference: PMDE Core Network Partner - Technical Proposal Form 2022.

Clarifications:

- (i) Page 1 Specifications: The margins can be changed to meet the format specifications stated on page 1.
- (ii) Page 1 Specifications. The 12-page limit does not include a title page unless information for evaluation is presented in the title page.
- (iii) The 12-page limit for the technical proposal includes Section 2 Executive Summary.
- (iv) Applicants are encouraged to use the form and fill out the requested sections, however applicants who wish to use their own formats may do so, so long as they are including the same sections and requested information.
- (v) The boxes around each section can be removed.

### **Question #01 received March 17, 2022**

Reference: Section 1.2 PMDE Program Overview.

Question: Will the PMDE program also include queries on devices/non-drug therapies (ex: vaccines)?

Answer: The PMDE program will not be evaluating medical devices at this time, but may take vaccine-related queries that are in line with CADTH's mandate.

### **Question #02 received March 16, 2022**

Reference: Section 3.1 Proposal Evaluation.

Question: Is it possible to provide more details on the review process? Will each application be reviewed by only one person on the panel of reviewers? Will the reviewers be experienced in peer review? Will reviewers provide feedback to applicants (pass or fail)?

Answer: The proposals will be reviewed by a selection panel, using the scoring matrix provided in Appendix A. The selection panel will be multi-disciplinary and experienced in peer review. Written feedback will be provided to the applicants.

**Question #03 received March 16, 2022**

Reference: Appendix A: Technical and Financial Proposal Evaluation.

Question Part 1: Are the applications graded out of 100% (80% proposal, 20% budget)?

Answer Part 1: Yes.

Question Part 2: If the review and 20% of the evaluation is of the budget, and ranking of the proposals occurred prior to evaluation of the budget, could a high scoring application ultimately be rejected because of a low score on the budget?

Answer Part 2: It would depend on the other proposals received and if the financial proposal was ranked low, PMDE may undertake further negotiation with the applicants as needed.

**Question #04 received March 16, 2022**

Reference: Appendix A: Technical and Financial Proposal Evaluation.

Question: Are you providing detailed instructions to reviewers as to how to allocate points in the budget? What criteria is within the 20%?

Answer: Detailed instruction will be provided to the review panel. The 20% is based on feasibility and applicants' financial proposals must take into account the total PMDE grant funding available.

**Question #05 received March 16, 2022**

Reference: Section 3.1 Proposal Evaluation.

Question: Do you want some feedback in structuring the reviewer guide to ensure consistency between the Grading Grid and the proposal template sections?

Answer: Review panels are provided with detailed instruction and further breakdown of the scoring grid.

End of file.