

**Belgium-Brussels: Research consultancy services**

OJ S 78/2015 22/04/2015

Contract notice

Services

Directive 2004/18/EC

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: WHO Regional Office for Europe

Postal address: Eurostation, Place Victor Horta 40/10

Town: Brussels

Postal code: 1060

Country: Belgium

For the attention of: Suszy Lessof

E-mail: [szy@obs.euro.who.int](mailto:szy@obs.euro.who.int); [gpa@obs.euro.who.int](mailto:gpa@obs.euro.who.int); [spo@obs.euro.who.int](mailto:spo@obs.euro.who.int); [cri@obs.euro.who.int](mailto:cri@obs.euro.who.int)

Telephone: +32 25249240

**Internet address(es):**General address of the contracting authority: [www.healthobservatory.eu](http://www.healthobservatory.eu)**Additional information can be obtained from:**

the abovementioned address

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

the abovementioned address

**Tenders or requests to participate must be submitted:** the abovementioned address**I.2. Type of the contracting authority**

European institution/agency or international organisation

**I.3. Main activity**

Health

**I.4. Contract award on behalf of other contracting authorities**

The contracting authority is purchasing on behalf of other contracting authorities: no

**Section II: Object of the contract**

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**II.1. Description****II.1.1. Title attributed to the contract by the contracting authority**

Republic of Slovenia's Health System Review: technical analysis, technical editing and project management.

**II.1.2. Type of contract and place of performance or delivery**

Services

Service category No 8: Research and development services

NUTS code

**II.1.3. Information about a framework agreement or a dynamic purchasing system**

The notice involves a public contract

#### **II.1.4. Information about framework agreement**

#### **II.1.5. Short description of the contract or purchase(s)**

Description of Project:

The Ministry of Health of Slovenia has commissioned a review and analysis of the health system from World Health Organization Regional Office for Europe (WHO) and The European Observatory on Health Systems and Policies (OBS) to:

- Inform the Minister on the performance of the health system;
- Assist the Government in gathering national and international evidence in order to identify possible reform options;
- Facilitate discussions around tentative reform options to be pursued with policy advisers.

The analysis will inform government thinking on health expenditure and financing reform measures as well as on the optimization of the health services network. The government aims to develop, approve and implement reform measures to improve service delivery and efficiency in the health sector and to enhance the financial sustainability of the health system given growing costs and aging demographics, while preserving and continuing to improve health outcomes.

The technical work for the project will identify key issues, and provide evidence on reform options and priority actions to improve the functions and structure of general public sector efficiency and performance. The analysis will also use administrative and facility-level datasets to examine patterns and trends in service delivery and identify opportunities for optimizing service delivery, so contributing to improving system efficiency and performance.

Project structure:

The project will consist of five evidence-generating Activities/work-programmes, with one team dedicated to each Activity:

- Activity 1: Fast Track Health Systems Review;
- Activity 2: Health system expenditure review;
- Activity 3: Assessment of health system funding;
- Activity 4: Purchasing and payment review;
- Activity 5: Optimizing service delivery: coordinated delivery at the primary-secondary and health and long-term care interfaces.

Each team will be guided by WHO/OBS and will include technical experts external to WHO-OBS, where necessary, with knowledge of and access to the data sources needed to support the analysis. The teams will be led by a Slovenian focal point and a WHO — OBS focal point. Each Activity work-programme will include a work-shop with relevant national experts and policy-makers to review and validate the draft findings and map tentative policy options.

In addition to the evidence-generating Activity work-programmes, the project will include a round of consultation with the Minister and Ministry of Health on key policy areas, as well as the organization of a set of Policy Dialogues that will present the evidence on priority topics and validate the findings of the evidence generating Activities.

The project has very tight deadlines for delivering outputs and will end on 31.12.2015.

Role of OBS Project Manager/ Work programme Focal Point:

The OBS Project Manager/Work-programme Focal Point role involves both project management and technical analysis functions as follows:

i) Project management:

- Co-ordination, management and monitoring of all Observatory deliverables on this project, namely for Activity/Work Packages 1, 2, 3, 4, 5;
- Co-ordination of Observatory inputs during Activity workshops, ministerial consultation activities, as well as assisting with the organization of the set of Policy Dialogues;
- Close liaison with Slovenian counterparts and other WHO-OBS Work-programme focal

points in managing the project;

— Monitoring and reporting of the WHO-OBS project budget;

— Supporting contracting arrangements with external technical experts involved in the project.

ii) Co-focal point for Activities 1 and 4.

The role of the WHO-OBS focal points for Activities 1 and 4 is to lead the team; to provide international comparative evidence and to ensure appropriate analytic and strategic inputs. S/he will also identify any external expertise that the team needs to complete the work.

In particular, Activity 1 (Fast Track Health Systems Review) will result in an updated Health Systems in Transition (HiT) review of the Slovene health system. HiTs are comprehensive overviews of the health system and how its various elements (funding, service delivery, governance, resourcing) are organized. They also provide an overview of the health system's performance, including the degree of financial protection and equity afforded by the financing system; the experience of users and their access to care; health and health service outcomes and the quality of care; and health system efficiency.

Thus, the content of this output is a central element of the whole project, providing the health system context for the other Activity work programmes and signalling the connections across work-programme themes. The OBS focal point for this Activity will work very closely with the Slovenian Activity work-programme teams to ensure that effective co-ordination and information flows take place, liaising closely with the other Activity focal points to avoid duplication of effort, ensure coherence of data and provide insights to the individual activity teams.

iii) Technical inputs for Activity 1.

The successful candidate will also act as a technical editor for the HiT on Slovenia, who will work closely with the Slovenian team as well as OBS colleagues on this Activity. The duties will include analysis and technical editing of the HiT report as well as co-ordinating the external review process to ensure quality control.

iv) Technical inputs for Activity 4.

This Activity work-programme analyses the purchasing and payment systems for health services and their role in making the health system affordable and promoting efficiency. The technical inputs for this Activity will involve co-ordinating with the Slovenian team gathering the national evidence and being part of the OBS team collecting and analysing relevant international evidence on: using HTA in health benefit packages; international approaches to purchasing processes; comparative approaches to payment for services; international examples of payment of professionals; and European pay for performance models.

v) Final Report editing.

Contributing to the writing up and editing of the final report, incorporating the findings of all work-packages.

#### **II.1.6. CPV code(s)**

73210000 Research consultancy services

#### **II.1.7. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: no

#### **II.1.8. Lots**

This contract is divided into lots: no

#### **II.1.9. Information about variants**

Variants will be accepted: no

### **II.2. Scope of the procurement**

### **II.2.1. Total quantity or scope**

Co-ordination, management, monitoring and delivery of the above mentioned tasks. Bids may not exceed 65 000 EUR excluding VAT.

Estimated value excluding VAT:

Range: between 45 000 and 65 000 EUR

### **II.2.2. Information about options**

Options: no

### **II.2.3. Information about renewals**

This contract is subject to renewal: no

### **II.3. Duration of the contract or time limit for completion**

Start 13.5.2015. Completion 31.12.2015

## **Section III: Legal, economic, financial and technical information**

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### **III.1. Conditions related to the contract**

#### **III.1.1. Deposits and guarantees required**

N/A.

#### **III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them**

Payments will be released in several instalments and only against deliverables, in line with WHO's administrative and financial regulations.

#### **III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded**

N/A.

#### **III.1.4. Contract performance conditions**

The performance of the contract is subject to particular conditions: no

### **III.2. Conditions for participation**

#### **III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

#### **III.2.2. Economic and financial ability**

#### **III.2.3. Technical and professional ability**

Minimum level(s) of standards possibly required:

The role requires high-level project management skills and experience, as well as extensive knowledge and experience of health system analysis. Contractors are expected to have:

- a. Extensive experience in project management in the form of coordinating health system projects or studies and/or overseeing budgets and/or liaising with multiple participants and/or agencies (minimum 10 years demonstrable experience);
- b. Demonstrable experience in producing health system profiles (equivalent to the quality of the HiTs) as evinced by published health system reports (at least 5 years of experience and at least 6 reports published);
- c. A track record in technical editing and writing for a range of health systems and health policy studies or reports (minimum 10 years of experience and at least 10 published reports edited);
- d. Sound and demonstrable experience in the areas of health systems analysis, including the

areas of payment methods and/or health systems performance, as demonstrated by published studies or reports (At least 3 published studies in these areas);

e. Excellent knowledge of the English language (C1 level), with proven track record in writing and editing in English;

f. Familiarity with the Observatory's health system review programme is desirable, but not essential.

Applications will be judged based on CV and cover letter stating the price.

### **III.2.4. Information about reserved contracts**

#### **III.3. Conditions specific to services contracts**

##### **III.3.1. Information about a particular profession**

Execution of the service is reserved to a particular profession: no

##### **III.3.2. Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract: yes

## **Section IV: Procedure**

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### **IV.1. Type of procedure**

#### **IV.1.1. Type of procedure**

Open

#### **IV.1.2. Information about the limits on the number of candidates to be invited**

#### **IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue**

### **IV.2. Award criteria**

#### **IV.2.1. Award criteria**

The most economically advantageous tender in terms of Criteria below

1. Extensive experience in project management in the form of coordinating health system projects or studies and/or overseeing budgets and/or liaising with multiple participants and/or agencies (minimum 10 years demonstrable experience). Weighting 5

2. Demonstrable experience in producing health system profiles as evinced by published health system reports (at least 5 years of experience and at least 6 reports published). Weighting 5

3. A track record in technical editing and writing for a range of health systems and health policy studies or reports (minimum 10 years of experience and at least 10 reports edited). Weighting 5

4. Sound and demonstrable experience in the areas of health systems analysis, including the areas of payment methods and/or health systems performance, as demonstrated by published studies or reports (At least 3 published studies). Weighting 5

5. Excellent knowledge of the English language (C1 level), with proven track record in writing and editing in English. Weighting 4

6. Familiarity with the Observatory's health system review programme is desirable, but not essential. Weighting 2

#### **IV.2.2. Information about electronic auction**

An electronic auction will be used: no

### **IV.3. Administrative information**

#### **IV.3.1. File reference number attributed by the contracting authority**

N/A

#### **IV.3.2. Previous publication concerning this procedure**

no

#### **IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document**

Payable documents: no

#### **IV.3.4. Time limit for receipt of tenders or requests to participate**

6.5.2015 - 10:00

#### **IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

#### **IV.3.6. Languages in which tenders or requests to participate may be submitted**

English.

#### **IV.3.7. Minimum time frame during which the tenderer must maintain the tender**

until: 7.5.2015

#### **IV.3.8. Conditions for opening of tenders**

Date: 7.5.2015 - 10:00

Place:

Brussels

Persons authorised to be present at the opening of tenders: no

## **Section VI: Complementary information**

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### **VI.1. Information about recurrence**

This is a recurrent procurement: no

### **VI.2. Information about European Union funds**

The procurement is related to a project and/or programme financed by European Union funds: yes

Identification of the project: The European Observatory on Health Systems and Policies is a partnership hosted by WHO Regional Office for Europe, Member States, the European Commission and others.

### **VI.3. Additional information**

The contractor will be contracted through WHO, the Partner hosting the Observatory, and is/are expected to sign a declaration of interests.

### **VI.4. Procedures for review**

#### **VI.4.1. Review body**

Official name: WHO regulation applies

#### **Body responsible for mediation procedures**

Official name: WHO regulation applies

**VI.4.2. Review procedure**

**VI.4.3. Service from which information about the review procedure may be obtained**

Official name: WHO regulation applies

**VI.5. Date of dispatch of this notice**

17.4.2015