



Monitoring, Evaluation & Learning partner for EDIS (Equality, Diversity & Inclusion in Science and Health)

Request for proposals

Contents

Introduction	4
About the BSA	4
Our issue	4
What we need.....	5
Your proposal.....	7
How to apply	7
Proposed timeline	7
Evaluation criteria.....	8
T&Cs for this Request for Proposal.....	9
Submission Requirements.....	9

Introduction

About the British Science Association

The British Science Association is a charity founded in 1831, established under Royal Charter. Our vision is of a future where science is more relevant, representative, and connected to society. We work with partners across the UK to bring people and science together through programmes such as the [British Science Festival](#), [British Science Week](#), [CREST Awards for schools](#) and the [Ideas Fund](#); we give the public a voice on science decisions through programmes such as [Public Attitudes to Science](#) and [Future Forum](#) and we support and advocate for a more inclusive STEM sector through programmes like [EDIS](#) and our secretariat for the [All Party Parliamentary Group on diversity and inclusion in STEM](#). We seek to influence and collaborate with stakeholders from across science, business and policy.

The British Science Association has an annual income of approximately £6.45 million (financial year ending March 2025) and is managed by a professional [staff](#) of approximately 37-40 people based in London including a Senior Management Team (Chief Executive and two Directors) and five Heads who manage the individual teams. We have a [Council](#) of 11 members which forms the board of trustees. We are funded by a mix of grants, contracts, sponsorship, donations and earned income.

About our partner, the Francis Crick Institute

[The Francis Crick Institute](#) is an independent charity, established to be a UK flagship for discovery research in biomedicine. The Crick is the outcome of a merger between the MRC's National Institute for Medical Research (NIMR) and CRUK's London Research Institute (LRI). The new institute was named after the UK scientist Francis Crick in recognition of his contributions to understanding the genetic code, the key to understanding how living things work.

Our issue

EDIS is a coalition of organisations working to improve equality, diversity and inclusion within the science and health research sector. Originally established by The Francis Crick Institute (The Crick), Wellcome Trust (Wellcome), and GlaxoSmithKline in September 2016, it currently has 28 members. EDIS has been hosted at Wellcome since shortly after it was established. After a competitive tender process in 2025, the British Science Association (BSA) has been selected by Wellcome to host EDIS going forward, in partnership with The Crick. The contract amounts to c£10m over 7 years (February 2026 – January 2033). As part of the agreement, EDIS will be relaunched with a new member offer. The new offer will be shaped by a full consultation with members and focussed fully around the **three core workstreams that make up the EDIS strategy: Inclusive Research, Inclusive Leadership, and Embedding EDI (see Appendix for more detail)**.

During the 7-year period, the BSA will:

- Undertake a member consultation process
- Undertake a sector-wide consultation process
- Design and launch a new member offer informed by those consultations
- Deliver and refine three core workstreams (as above)

To support the transition and ongoing development of EDIS, an Interim Advisory Group will be established during the handover and initial design phase. This will be succeeded by a longer-term EDIS Advisory Group that will provide strategic oversight of the initiative across its lifetime. Overall governance will sit with the BSA Council of Trustees.

A Monitoring, Evaluation and Learning (MEL) partner will play an important role in ensuring that robust evidence, learning and insight are available to inform the development of EDIS. The MEL partner will need to design, collect and analyse data in a way that is tailored to each of the three workstreams, rather than relying on generic EDI metrics applied uniformly across organisations of varying types, sizes and levels of maturity.

Securing the right evaluation partner is critical, as the insights, learning and outputs generated through this work will directly inform our ongoing learning design, delivery planning and iterative course correction over time.

What we need

We are seeking a MEL partner to work with us throughout this seven-year programme to evaluate impact, support organisational and sector learning, and help shape ongoing development of the initiative.

This is not a standalone evaluation commission. We are seeking a long-term learning partner who will support learning and evaluation, including design, implementation, and continuous improvement.

Proposals should demonstrate a clear understanding of how to develop differentiated evaluation frameworks that reflect the specific context, objectives and outcomes of each workstream. We are particularly interested in partners with relevant experience of impact measurement at multiple scales, from organisational initiatives to sector-wide programmes.

The purpose of this partnership is to:

- Evaluate the effectiveness and impact of EDIS over time
- Inform the consultation process that will shape the new member offer
- Support the design, uptake and effectiveness of the new member offer
- Evaluate the delivery, evolution and impact of the three workstreams
- Embed learning into programme development and decision making
- Support us to evidence impact to members, stakeholders and funders

The MEL partner will be expected to design and deliver an MEL approach that spans:

Transition/ Baseline Phase

- Support the BSA to review and assess the existing initiative and available data (please note EDIS has been 'dormant' for some time prior to the transition, without charging membership fees)
- Establish a baseline for future evaluation
- Identify legacy strengths, gaps and risks arising from the handover

Governance

As above, two advisory structures will support EDIS:

1. An Interim Advisory Group during the handover, consultation, and design phase
2. A longer-term EDIS Advisory Group providing strategic oversight of delivery and impact

The MEL partner will:

- Provide evidence and learning outputs that inform the work of both advisory structures
- Present findings, insights and recommendations to the BSA at key points
- Support the Group to use evidence to shape direction and evolution of EDIS
- Ensure that MEL outputs are accessible, clear and useful for non-technical audiences
- Contribute to a culture of reflection, challenge and learning across governance structures

Consultation Process Evaluation

- Assess the reach, inclusivity and effectiveness of the consultation
- Analyse how consultation findings could shape the new member offer

New Member Offer Evaluation

- Develop a framework to evaluate the design, relevance, uptake and impact of the member offer over time
- Track how the offer evolves in response to learning

Workstream Evaluation

- Develop approaches to evaluate the effectiveness and true impact across the sector of our three core workstreams, which are: Inclusive Leadership, Inclusive Research, and Embedding EDI:
 - Inclusive Research: aims to improve the inclusivity of research design, participation, environments and cultures.
 - Inclusive Leadership: aims to strengthen leadership capability, accountability and representation across the sector.
 - Embedding EDI: aims to support systemic, sustainable integration of EDI into members organisational strategy, governance and practice.

Ongoing Learning/ Adaptation

- Provide regular learning outputs (not just reports) tailored to different audiences, including programme staff, members, and Advisory Groups
- Facilitate learning and reflection opportunities with programme staff, partners and stakeholders
- Support adaptive programme development over the seven-year period
- Attend and contribute to Advisory Group meetings as required.

We are looking for a partner who can demonstrate:

- Strong expertise in EDI-focussed evaluation, and culture change more generally
- Experience of evaluating complex, multi-year programmes
- Experience of working through programme transitions and redesign/ relaunch
- Participatory and inclusive evaluation methods, including a balance between qualitative and quantitative methods, and formative and summative activity

- Ability to balance rigour with practical, usable learning
- Capacity to commit to building a long-term, collaborative relationship
- Experience of measuring change across a whole sector/ coalition, not just within singular organisations
- Comfort with adapting approaches and being flexible, as we will change our approach as we build, and map key milestones together

Expected Outputs

These may include but are not limited to (and may evolve through learning and discussion):

- MEL framework and theory of change
- Baseline assessment
- Evaluation of the consultation process
- Periodic impact and learning reports
- Workshops and learning sessions
- Mid-term and final evaluations
- Practical tools and dashboards for ongoing learning, to be co-created and agreed
- A plan for legacy and sustainability beyond year 7

Your proposal

Please include, in a short-written proposal of no more than 10 pages:

- a. Names and relevant experience for the main people who will work on the project, including details on how continuity will be managed over the seven-year period
- b. Summary of your approach, including examples of learning outputs you would expect to produce at different points in the project, a risk assessment demonstrating anticipated risks and mitigations, and a light-touch plan focussed on determining the legacy and sustainability of EDIS beyond year 7
- c. Your timeline
- d. Your track record, including your experience of delivering projects of this nature
- e. Names of two or more previous clients & a brief description of your work for them
- f. Budget breakdown, including an annual breakdown to reflect varying intensity over the seven-year period (including whether you will charge VAT)

How to apply

Any enquiries in relation to this invitation to RfP must be submitted by email to vijay.jassal@britishscienceassociation.org and charlotte.prior@britishscienceassociation.org. Please note that any responses given may be circulated to other potential bidders. If you require this information in a different format for accessibility reasons, please email us to ask, and we will be happy to make reasonable adjustments.

You must include any applicable VAT in pricing.

Proposals should be sent to Vijay Jassal, Director of Development & External Relations (email as above), and cc'ing Charlotte Prior, Community Engagement Manager (email as above).

Proposed timeline

The table below presents the scheduled dates for the procurement. Failure to meet the dates set out may result in exclusion from the procurement process. The BSA reserves the right to amend the timetable. Unless otherwise stated, all deadlines are set as the close of play for the dates below.

Activity	Date
RfP issued	Tuesday 9 June 2026
Deadline for clarification queries	Monday 15 June 2026 at 5pm
Clarification responses shared	Monday 22 June 2026 at 5pm
Proposal submission deadline	Monday 6 July 2026 at 5pm
Evaluation of proposals	Tuesday 7 July 2026 to Friday 10 July 2026 at 5pm
Interviews (2-3 highest scoring applicants)	Monday 13 & Tuesday 14 July 2026
Appointment	Friday 17 July 2026

Evaluation criteria

We will evaluate proposals using the following criteria (in no particular order):

Criterion	Weighting	What we are looking for
Understanding of the RFP brief and context	10%	Clear understanding of the transition from the previous host, the purpose of the member and sector consultations, the development of a new member offer, and the three workstreams. Evidence that the bidder understands this is a long-term learning partnership, not a discrete evaluation.
Approach to MEL design and methodology	25%	A robust, proportionate MEL framework suitable for this complex, multi-year programme. Strong theory of change thinking, mixed methods, and approaches that allow for adaptation over time. Ability to evaluate consultation, design, delivery and impact.
Expertise in EDI and inclusive evaluation	15%	Demonstrable experience of evaluating EDI-focussed programmes and using participatory, inclusive and ethically robust approaches with diverse stakeholders. Understanding of power, voice and representation in evaluation.
Supporting governance and advisory groups	10%	Experience of producing MEL outputs for groups/ senior stakeholders. Ability to present insight clearly and support evidence-informed decision making within governance structures.
Approach to learning and adaptation	5%	Strong emphasis on learning, reflection and continuous improvement rather than retrospective reporting. Practical methods for embedding learning into programme development and decision making over time.
Relevant experience and track record	5%	Examples of similar complex, multi-year evaluations, particularly those involving

		transition, redesign or membership/ sector offers.
Team capability and capacity	5%	Appropriate skills, time and continuity over a 7 year period.
Value for money	25%	A clear proportionate and realistic budget that reflects the scale of the work and offers good value over the lifetime of the contract.

T&Cs for this Request for Proposal

- a) We will treat the information in your proposal (except that which is already in the public domain) as commercial in confidence, except where we are bound by the Freedom of Information Act, GDPR, or other such legislation. We will however share this information with our contract partners, the Francis Crick Institute, for the purposes of selecting our MEL partner.
- b) We will not pay for any costs incurred by the preparation of your proposal.
- c) We may ask for further information before making a decision or agreeing a contract with the supplier.
- d) We may not provide feedback if your proposal is unsuccessful.

Submission Requirements

We would like to see evidence of the following documents included in the proposal, ideally as appendices:

- A declaration of any known interests or connections (personal or professional) with the BSA, our partners the Francis Crick Institute, our funders Wellcome Trust, and any other personal or professional relationship between you or a subcontractor and a BSA, Crick or Wellcome staff member, volunteer or trustee;
- A summary of the last two years' accounts;
- Company registration number and registered address;
- Evidence of Professional Indemnity and Public Liability Insurance;
- Your Equality, Diversity and Inclusion policy, if you have one;
- Your statement on Modern Slavery, if you have one.
- If you are processing data on the BSA's behalf you may be asked to sign a Data Processing Agreement, and please detail how you will handle data ethically including consent, anonymity, and care for anyone sharing lived experience. Please detail how you see lived experience playing a role in the evaluation and how you will approach the ethical and proactive inclusion of lived experiences.
- A safeguarding policy