**Specification of Services – Animal Health and Welfare Consultancy Support**

**Introduction**

The Supplier(s) shall have the ability to deliver Services to support the following AHDB objectives:

* Provide value for money to AHDB’s levy payers
* Identify opportunities for efficiency
* Increased co-ordination within activity

These objectives are in support of [AHDB’s Strategy](https://ahdb.org.uk/corporate-strategies)

The Supplier(s) shall provide one or more of the following services:

* Technical support, advice and guidance on health, welfare and biosecurity to employees of AHDB and directly or indirectly to levy payers and/or third parties who work with and/or advise levy payers
* Provision of Training to AHDB and third parties
* Support to AHDB in developing contingency plans for a notifiable disease outbreak

The Supplier(s) will support content within the Animal Health and Welfare programme and increase AHDB capacity in order to:

* Increase our support for levy payers through the delivery of products, tools, and services and support for the development of new resources.

Prospective suppliers may apply for one, two or three of the work packages. Suppliers for each package will be reviewed independently and number of packages applied for will not impact the scoring system. Applications will be assessed on the experience and qualifications of the tenderers that are appropriate for each package as well as the price.

* **Please supply a summary (max 1 page) of experience and qualifications relevant to the package(s) for which you are tendering.**
* **Please ensure you indicate the earliest possible start date.**
* **Please indicate a daily rate for the work in each of the packages for which you are applying and the number of days you anticipate the work to take. You can complete the table below for ease if you wish.**
* **Submit your proposal to** [**Mandy.Nevel@ahdb.org.uk**](mailto:Mandy.Nevel@ahdb.org.uk) **by 17:00 21st May 2021.**

# Package 1: Medicines Work

AHDB is looking to undertake a specific piece of work around antibiotic recording in the ruminant sector. The work is to assist in the development and quality checking of the Medicine Hub, an electronic database for capturing antibiotic use on farm.

Specific tasks

* 1. You will need to be trained to use the Medicine Hub and this is anticipated to take 2 days
  2. Develop a stakeholder account management plan for up to 40 key accounts
  3. Initial review of current system of recording antibiotic use for each stakeholder and then identify the requirements for data entry for each stakeholder (e.g. they may need new permissions from farmers, or their data collected in a different way)
  4. Upload data from stakeholders onto Medicine Hub
  5. There may be a need to extend the work depending on how the MH develops for example make recommendations for future functionality of the system that may be added or engage with further stakeholders. Please indicate if you would be able to complete additional work identified during stakeholder engagement period of work to a maximum of 25 days.

Initial work (1.1-1.4) is anticipated to take no more than 35 working days (or equivalent part-time) and will need to be completed within 4 months of starting. Any additional work (1.5) completed within 6 months. You should confirm that you are competent at data handling, familiar with csv file imports and understand APIs. You should have good communication skills and able to put complex data requirements into simple terms. You must have a critical eye for detail, able to proof read, and have good English skills. You must be able to work independently and have a methodical and meticulous approach to data handling.

# Package 2: Disease Prevention Work

* 1. Healthy Feet programme for cattle co-manager. This will include representing AHDB at monthly stakeholder meetings, recording actions and following up on those actions. Write an annual report and make ready for the web. Liaise with researchers on the programme and ensure timelines for the project are met.
  2. Delivery of HFP and HFP Lite

Develop and deliver a communications plan to April 2022

* + 1. Work to reduce the confusion between different schemes and to raise awareness and improve uptake of the HFP.
    2. Raise awareness with farmers about the importance of lameness control including the economic impacts
    3. Signpost HFP and promotion of HFlite to increase awareness of this programme amongst farmers
    4. Further develop Farmer-Led Action Groups to tackle lameness
    5. Newsletter, webinars, case studies, social media, email updates as required
    6. Resource development including HFP certificates
    7. Point of contact for HFP queries
    8. Keep mobility mentor map up-to date
    9. Case studies – farmer stories for early 2022
    10. Delivery on AHDB Strategic Farms
    11. Update Mobility Steering Group and seek feedback on delivery and comms.
    12. Mobility Mentor engagement
    13. Develop and deliver a communications plan to March 2022
    14. Newsletter, webinars, social media, email updates as required
    15. Maintain and update MM Resource Centre, including research updates
    16. Support MM training needs - Make Healthy Feet Programme training more accessible in terms of time (shortening or offering passes on modules covered by training elsewhere) and geography (better UK coverage)
    17. Point of contact for MM queries
    18. Keep mobility mentor map up-to date
  1. Deployment of HFP APP in England and Scotland
     1. Develop and deliver a communications plan to March 2022
     2. Social media videos, farmer champions as required
     3. Resource development – user guide, videos of app in use
     4. Point of contact for APP queries
     5. Analysis of usage and data- Use of herd scores data for benchmarking and feedback to farmers
     6. Policy development
     7. Liaise with health and welfare framework programme development to raise awareness of lameness and promote action to address
     8. Develop national database of herd scores with a system for robust accreditation of the scorers (RoMS) to improve accuracy and confidence in the scoring and data in database

It is anticipated that this work would take no more than 96 days over a twelve month period.

# Package 3: Technical Support, Advice and Guidance to AHDB

* 1. To provide technical support, advice and guidance on animal health, welfare and biosecurity priorities identified to AHDB. Dairy, Pork Beef & Lamb support may be required.   This will include advice on, but not limited to:

* Current best practice
* Latest research outcomes
* Legislation
* Arising Industry Issues

The format of the support shall be, but not limited to:

* Phone calls with AHDB to give advice
* Project or meeting support
* Production of a report or evaluation on a particular topic
* Production of technical resources to be published by AHDB on their website/ intranet and/ or distributed to levy payers/ internally
* Provision of a speaker at AHDB events
* Digital or face to face training to vets and/or technicians

This may include the production of supporting guidance materials/ resources. Max 10 days.

3.2. To review and comment on livestock research. In particular we expect up to 12 publications from our external researchers to be drafted by Dec 2021, to review and make comments on the drafts before they are submitted for publication. To create one page summaries for each of those papers suitable for inclusion on our website with our levy payers as the target audience. Please estimate the time you would expect to take on this section given previous experience and qualifications.

3.3 Notifiable disease contingency planning

The Supplier may be required to help develop contingency plans for AHDB in the event of a notifiable disease outbreak affecting AHDB levy payer farms.The format of the support may include, but is not limited to:

3.3.1 Development and delivery of Table top exercise for a notifiable disease scenario. The first instance likely to be PEDv for pigs

* + 1. Report recommendations to AHDB for improving the response to a notifiable disease
    2. Developing or updating Standard Operating Procedures in the event of an outbreak
    3. Epidemiological assessments and development of proformas for assessment on farm
    4. Provision of training on epidemiological investigations
    5. Production of a report or evaluation on a relevant topics
    6. Production of resources to be published by AHDB on their website/ intranet and/ or distributed to levy payers/ internally
    7. Provision of a speaker at AHDB events

A maximum of 10 days (or equivalent part time) would be expected to cover all or part of the activity outlined in 3.3.

If useful, please use the table below to respond to this request for quote.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Package | Number |  | Able to do (y/n) | Estimated no. of days | Cost/day | Comments |
| 1 | 1.1 |  |  |  |  |  |
|  | 1.2 |  |  |  |  |  |
| 2 | 2.1 |  |  |  |  |  |
|  | 2.2 | 2.2.1 |  |  |  |  |
|  |  | 2.2.2 |  |  |  |  |
|  |  | 2.2.3 |  |  |  |  |
|  |  | 2.2.4 |  |  |  |  |
|  |  | 2.2.5 |  |  |  |  |
|  |  | 2.2.6 |  |  |  |  |
|  |  | 2.2.7 |  |  |  |  |
|  |  | 2.2.8 |  |  |  |  |
|  |  | 2.2.9 |  |  |  |  |
|  |  | 2.2.10 |  |  |  |  |
|  |  | 2.2.11 |  |  |  |  |
|  |  | 2.2.12 |  |  |  |  |
|  |  | 2.2.13 |  |  |  |  |
|  |  | 2.2.14 |  |  |  |  |
|  |  | 2.2.15 |  |  |  |  |
|  |  | 2.2.16 |  |  |  |  |
|  |  | 2.2.17 |  |  |  |  |
|  |  | 2.2.18 |  |  |  |  |
| 3 | 3.1 |  |  |  |  |  |
|  | 3.2 |  |  | Please indicate a cost/paper with a one page summary |  |  |
|  | 3.3 | 3.3.1 |  |  |  |  |
|  |  | 3.3.2 |  |  |  |  |
|  |  | 3.3.3 |  |  |  |  |
|  |  | 3.3.4 |  |  |  |  |
|  |  | 3.3.5 |  |  |  |  |
|  |  | 3.3.6 |  |  |  |  |
|  |  | 3.3.7 |  |  |  |  |
|  |  | 3.3.8 |  |  |  |  |
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END