

Specification: AHDB African Swine Fever Workshops – Producer Contingency Planning

1. Introduction

AHDB are seeking quotes for a project partner to run a series of pig producer facing workshops to work on individual contingency plans in preparation for a possible incursion of African Swine Fever (ASF). This project forms part of a wider area of work concerned with preparing the English pig and pork industry for a potential outbreak.

Submissions should be based on the information contained within this document.

2. Background and aims

ASF is a viral disease of pigs which is well-established in parts of Europe, Russia and China, with a reservoir of infection in the wild boar population. It is transmitted through infected pigs and contaminated pork products. ASF represents a significant and growing threat to the British pig and pork sector.

AHDB has been working alongside the National Pig Association (NPA) and other industry partners over the last several years on ASF prevention/awareness. We are now working to prepare the industry so that it can continue to function as normally as possible should an outbreak occur and recover rapidly thereafter.

As part of this wide area of work, AHDB has delivered two pilot workshops to producers in partnership with a contingency planning specialist, including one to an integrator and one involving small scale, non-assured producers. The aim has been to enable individual producers to work with contingency planning experts and their own vets to create contingency plans bespoke to their own unit using contingency planning templates and aerial photographs of their farms.

These pilots have been considered successful, with largely positive feedback from producers and vets. AHDB now intends to roll the programme out more widely and offer the chance to attend a workshop to producers across England.

3. Key deliverables

- An initial meeting with AHDB to agree workshop materials and structure and discuss delivery
- Up to 13 further workshops across England throughout 2025. All workshops will be delivered face to face
- Regular meetings throughout the project with AHDB to refine workshop content and structure based on feedback received from attendees

- A package of material which can be made available to vet practices, consultants and other industry stakeholders to host similar meetings with producers once this series of workshops has been completed. It is anticipated that this 'workshop in a box' will include slide decks, contingency plan templates, useful further resources and a 'how to' guide on running the workshop
- A final meeting to discuss the project outcomes.

4. Expertise required

Extensive experience and expertise in biosecurity and on-farm contingency planning for disease (including notifiable disease) is essential. Evidence of this must be provided. Knowledge of the English pig sector is also required.

The workshops will include a breakout session where the producers will be divided into small groups to work on individual contingency plans. These groups will need to be facilitated. It is therefore essential that the successful bidder is able to contribute multiple members of staff to each of the 13 face to face workshops.

Public speaking and facilitation skill and experience is needed for the workshops to run successfully. It is also expected that the workshop content will evolve based on attendee feedback, therefore ability to gather and analyse feedback is of significant benefit.

A history of producing farmer-facing written resources would be considered an advantage.

5. Timescale

The workshops are expected to commence in April 2025 and all should have been delivered by the end of December 2025.

6. Funding and budget

Funding will be provided by AHDB pork levy funds. Total budget available is £33,500 inclusive of VAT.

7. Structure of the quote

Please include the following in your quote:

- How you intend to address the aims and deliverables identified
- Timelines and milestones
- A description of the team that will undertake the work
- Evidence that you and your team have completed similar or related work
- Evidence of experience with disease contingency planning

- Proposed budget and breakdown of all costs. This should include day rates for staff, travel costs and overhead/management costs
- Contact details for the project lead and any other relevant staff.

8. Evaluation of submissions

All submissions will be scored against the criteria set out below:

Cost and Value for Money	10%
Full cost breakdown (GBP) Value for money	
Robust Project Plan	20%
Summary of the project demonstrating the aims, objectives and key tasks Project timeline with milestones detailed Contingency plans – including staffing, time and budget risks The resource required to deliver the project and availability detailed	
Project Team	50%
Experience and expertise of the bidder Evidence that the bidder's team has completed similar work before	
Management	20%
Proposed management and communication with AHDB Relevant policies, procedures and risk assessments	

9. Tender submissions

Submissions must be received by 16:00 on Monday 3rd March 2025.

All submissions must be electronic and should be sent to:

Email address:	miranda.poulson@ahdb.org.uk
Reference:	AHDB African Swine Fever Workshops – Producer Contingency Planning

10. Timetable

	Deadline
Specification circulated	19-Feb-2025
Last date for contractors to ask clarification questions	26-Feb-2025

Deadline for receipt of submissions	05-Mar-2025
Notification of intended award of contract	12-Mar-2025
Contract commencement	31-Mar-2025

11. Terms and conditions of participation

AHDB's Terms and Conditions for the Purchase of Goods and Services shall apply to any contract awarded as a result of this procurement process.

If you have any questions relating to this specification please contact:

Email address:	miranda.poulson@ahdb.org.uk
Reference:	AHDB African Swine Fever Workshops – Producer Contingency Planning