

The Rural Centre, Ingliston,  
Newbridge, Midlothian, EH28 8NZ

Tel: 0131 510 7920  
Fax: 0131 510 7638  
Email: [info@qmscotland.co.uk](mailto:info@qmscotland.co.uk)  
[www.qmscotland.co.uk](http://www.qmscotland.co.uk)



Dear Sir or Madam;

## **Invitation to submit a written quotation for: Delivery of the QMS Scottish Pig Health Scheme**

### **Introduction**

Quality Meat Scotland is Non-Departmental Public Body set up under the Quality Meat Scotland Order 2008 and has responsibility for a range of activities relating to the development of the red meat sector in Scotland.

### **Background**

The Scottish Pig Health Scheme commenced in 2003 and within the UK pig industry has pioneered the use of abattoir health monitoring as a means of providing practical, timely feedback to producers on the health status of their herds. As the end of the existing contract approaches, QMS would like to appoint a contractor to deliver the scheme for a further four-year period commencing 01<sup>st</sup> April 2019.

### **Scope of the work**

You are invited to tender for the delivery of a scheme which covers:

- Collection of data based on carcass observations in abattoirs. This operation should be planned to facilitate quarterly monitoring of pigs from all QMS assured herds.
- Analysis of data together with geographical and seasonal 'mapping' of major disease and conditions.
- Timely and clear dissemination of information to pig producers and their veterinary surgeons.
- Regular provision on collated results on trends and disease hotspots etc.
- Timely and clear dissemination of quarterly results to pig producers and their veterinary surgeons from The Scottish Salmonella Scheme.
- Regular provision on collated results from The Scottish Salmonella Scheme.

### **Timescale**

This invitation to tender covers the period 01<sup>st</sup> April 2019 to 31<sup>st</sup> March 2023. **Written tenders to carry out the work should be received by QMS no later than 5pm on Friday 12<sup>th</sup> April 2019.**

### **Tender Specification**

- Submissions should include a detailed breakdown of projected costs for each year of the proposed delivery.
- Examples of similar projects that have been undertaken by the organisation or key members of staff within the organisation forming the bid team
- Your submission should cover your proposed approach and methodology
- CV's of key staff to be involved
- Contact details for two referees

### **Next steps**

If you are interested in tendering for the work, please submit a written quotation by 5pm on Friday 12<sup>th</sup> April 2019, addressed to Sarah Millar, QMS, Rural Centre, Ingliston, Newbridge, Midlothian, EH28 8NZ; ensuring that the various points covered in this document are addressed.

Yours sincerely,

A handwritten signature in black ink that reads 'Allan Ward'.

Allan Ward  
Pig Specialist  
07879 272501  
[award@qmscotland.co.uk](mailto:award@qmscotland.co.uk)  
VAT No 751 3274 45



## QMS Scottish Pig Health Scheme Tender - Further detail on the project

### **Further Background**

The QMS Scottish Pig Health Scheme is a flagship project for QMS with the aim of supporting the pig industry in Scotland.

The main objective is to increase awareness about the occurrence of sub clinical disease among pig producers, veterinarians and other porcine sector associates. It has become one of the most important tools available to farmers and their veterinarians for monitoring and tackling important health problems affecting the efficiency of production and/or animal welfare.

Although the main objective of the scheme is to provide producers with the results for the prevalence of conditions within their herds as detected at abattoir inspection, the collective use of reports from the health scheme offers added value to these abattoir reports.

### **Main Scope of QMS Scottish Pig Health Scheme**

**The main scope of this project is to monitor major diseases within the Scottish pig industry to enable individual pig unit reports to be generated.**

### **Disease's to be monitored for each individual pig unit are as follows**

- Enzootic pneumonia-like lesions (EP-like);
- Pleurisy;
- Milk spot (MS);
- Hepatic scarring (HS);
- Papular dermatitis (PD);
- Pleuropneumonia lesions (PP-like);
- Pericarditis;
- Peritonitis;
- Viral like lesions;
- Abscess;
- Pyaemia;
- Tail damage.

The list of diseases may change and is at the discretion of the QMS Scottish Pig Health Scheme steering group. The steering group meet twice per year to discuss main issues relating to the QMS Scottish Pig Health Scheme.

### **Frequency and locations of monitoring's**

The scheme will aim to cover the maximum amount of pig units per quarter.

The main abattoirs where monitoring shall take place will be

- QPP Ltd (Brechin),
- Robertson's (Ardrossan),
- Millers (Grantown on Spey).

Other abattoirs may be included and is dependent on where pigs are processed to ensure maximum coverage of individual units.

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Numbers of monitoring days required for each abattoir are:

QPP Ltd (Breachin) – five days.  
Robertson's (Ardrossan) – five days.  
Millers (Grantown on Spey) – one day.

### **The Scottish Salmonella Scheme**

A second element of 'The Scottish Pig Health Scheme' is 'The Scottish Salmonella Scheme' which provides all QMS assured individual pig units and their veterinarians with a rolling quarterly salmonella score from samples taken in the abattoir by technical staff. These samples are tested at an independent lab and the results incorporated into the abattoir quarterly reports showing individual unit performance and benchmarks results against industry averages. A rolling quarterly report for all pig units is also produced for Allan Ward (QMS) in order that interventions can be taken to reduce salmonella levels on farm. Costings should be included in your bid incorporating reporting of salmonella results.

### **Other Elements of QMS Pig Health Scheme**

Investigative trials using various sample types for specific health problems will be part of the project and should be covered within the costings.

In the event of an exotic disease outbreak such as Porcine Epidemic Diarrhoea (PED) QMS will reserve the right to divert resources from the QMS Scottish Pig Health Scheme to control and/or limit the spread of any such diseases.



## Conditions of the offer

### Delivering the aims

1. QMS expects that the contract will be fulfilled using staff from the successful contractor as defined in appendix 1. The responsibility for providing suitable contract cover throughout the full term of the contract lies with the Contractor. The contractor appointed to this project must possess and demonstrate the technical knowledge, project management experience and personal skills listed in Appendix 1.
2. The Contractor will deliver the Activity Requirements listed in Appendix 1 and be able to demonstrate that the KPI's listed have been achieved.
3. The Contractor must seek prior agreement from QMS for modifications to the Activity Requirements. QMS will not cover additional costs associated with unauthorised changes.

### Auditing and payment

4. The Contractor will be paid for work that is done to an acceptable standard. This will be measured both by output (i.e. through evidence of delivery of the Activity Requirements in Appendix 1) and quality (evaluated by the Project Manager and by evaluation of service users provided by QMS).
5. The time associated with the work must be documented using QMS timesheets (provided in spreadsheet form).
6. Payments, up to the final maximum eligible sum, will be made by QMS four monthly, subject to QMS being satisfied as to the work carried out, according to the requirements listed in Appendix 1.
7. Any monies over paid or over claimed must be refunded to QMS.
8. The Contractor must submit their final invoice within 4 weeks of the end date of the project.
9. QMS will pay the Contractor within 4 weeks of an acceptable invoice.
10. The Contractor must get prior written or email approval from QMS before sub-contracting any part of the project.

### Project Management

11. The Contractors will arrange twice yearly management meetings with QMS to discuss the project and progress of KPI's.
12. The Contractors or QMS shall be entitled to call additional management meetings provided reasonable notice is given to the relevant parties.

### Intellectual Property Rights and Know-how

13. Data collected, information gathered, and analyses carried out within this project will be the Intellectual Property of both the Contractor and QMS.
14. The Contractors must agree with the service users the level of detail that they are content to share publically and this should be recorded by the Contractor and forwarded to QMS.
15. Both QMS and the Contractor will have a responsibility to use the information appropriately to avoid disclosure that is deemed inappropriate to the Contractor and service users.
16. On request to QMS, the Contractor will be entitled to a royalty free non-exclusive licence to use the Project Results and Intellectual Property Rights arising from the project for its own research purposes only and not for commercial exploitation and any such licence will be the subject of a separate Agreement to be agreed between QMS and the Contractor. Any publications arising from the use of the Project Results shall where appropriate be subject to further agreement with QMS.



### **Communication and Acknowledgments**

17. The Contractor may use the QMS logo on publications relevant to the Project. The QMS logo will be issued upon request together with instructions on how it may be used and in what format.

### **Knowledge Transfer and Confidentiality**

1. It is possible that the Contractor may wish to publish and disseminate information on lessons learned from the project. The Contractor would be expected to seek consent to from QMS. The Contractor should send such material to the QMS Head of Industry Development for approval prior to publication. Where advice or consent is sought, QMS will respond to requests within 10 working days.
2. Any publications or publicity arising from the use of the Project Results shall (i) acknowledge the funding provided by QMS and (ii) shall recognise the funding provided by QMS through the use of the QMS logo in accordance with Clause 17 above.

### **Payment of grant**

3. There may be circumstances when QMS considers that the payment of grant should cease or that monies already paid should be reclaimed. QMS shall not be obliged to pay all or part of the grant or may reclaim the whole or part of monies already paid if;
  - i. Grant claims are submitted without supporting evidence of eligible expenditure
  - ii. it judges that the progress of the project towards completion is unsatisfactory, and there is no reasonable prospect of the project being completed by the agreed end date, unless an extension to the timescale of the project has been previously agreed in writing.
  - iii. a substantial change has been made to the agreed project, without written approval from QMS.
  - iv. the Contractor is no longer in a position to carry out the agreed project.
  - v. the Contractor fails to comply with the terms and conditions of this document.
4. The Contractor shall inform QMS immediately in writing or by email if there is an event likely to affect the outcomes of the project; this could include a conflict of interest (e.g. financial or personal), illness, personnel changes and natural disasters. The Contractor may request additional assistance and advice from QMS in these circumstances.

### **Indemnity**

5. The Contractor will indemnify and hold from harm QMS against any and all liability, damages, losses and expenses and costs (other than those expressly agreed in this Agreement), incurred by them as a result of undertaking the project. They will also maintain appropriate insurance cover as detailed in their tender document.

### **Evaluation and review**

6. The Contractors will meet with the project manager within the first 6 months of the project to review feedback from service users.
7. Service users' opinions and feedback are essential to develop the project. The Contractors shall use a standard QMS annual feedback form or similar to gather information from service users.
8. The Contractor will take steps, where required, to respond to feedback from reviews of service users, to ensure the project's key requirements are met.



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## General

9. Claims for alcohol are not permissible additionally no gifts or prizes can be included in any claim.
10. Acceptance of the funding from QMS constitutes full agreement to the terms and conditions of this Agreement.
11. The terms and conditions of this Agreement shall be governed in accordance with the Laws of Scotland.
12. All notices given under this Agreement will be in writing and will be sent to the address of the Contractor. Notices may be delivered by hand or by post or by email or by facsimile transmission.
13. This Agreement is specific to the Contractor and the Contractor may not assign, sub-contract or otherwise transfer rights and obligations to a third party without express prior permission in writing from QMS. QMS may freely assign, sub-contract or otherwise transfer its rights and obligations under this Agreement to a third party.

