

Request for Expression of Interest

**REVIEW OF THE NATIONAL ARBOVIRUS
MONITORING PROGRAM (NAMP)**

MAY 2024

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INTRODUCTION

Animal Health Australia (AHA) is seeking expressions of interest from parties with demonstrated expertise in the review of animal health programs to undertake a review of the National Arbovirus Monitoring Program (NAMP).

BACKGROUND

AHA is the trusted and independent national animal health body in Australia, bringing together government and industry to deliver animal health and biosecurity.

With our members, we scan the horizon for threats and opportunities, advocate for and drive solutions and take a whole-of-sector approach to ensure the long-term success of Australia's animal health and biosecurity system.

AHA has managed the NAMP since 1997. The NAMP monitors the distribution of economically important insect-borne viruses of livestock, including bluetongue virus, Akabane virus, and bovine ephemeral fever virus, and their vectors across Australia.

The NAMP is reviewed on a 5-yearly basis with terms of reference that address scientific strategy, economic impact and return on investment, program logic, governance structure, governance materials, and reporting and communication materials. The last review of NAMP was completed in 2020.

AHA, on behalf of the NAMP Steering Committee, is calling for suitably qualified consultants to express their interest in undertaking the upcoming 5-yearly review.

CONDITIONS

Terms of Reference for the Review

The selected consultant will operate under the following TOR and work with the NAMP Steering Committee and Technical Committee members, likely at their respective annual meetings in 2024, and through consultation with each funding party as part of the review process.

1. Review the objectives, outputs, outcomes and rationale of the NAMP, with consideration to its objectives, target outcomes and outputs.
2. Review the NAMP scientific strategy for its suitability and adequacy to address the program objectives; and recommend any improvements to the strategy.
3. Assess the economic impact and return on investment of the NAMP, including a cost-benefit analysis of the program by funding party.
4. Conduct a comprehensive assessment of risks to NAMP, including mitigation measures, and including the risk of further BTV clinical detections and impact on maintaining the confidence of our trading partners in the NAMP.

5. Identify and describe current and potential collaborations in arbovirus surveillance between the NAMP and other arbovirus monitoring programs (including for lumpy skin disease); with public health (zoonotic arbovirus) and environment agencies; and identify efficiencies for livestock arbovirus monitoring.
6. Identify and describe arbovirus surveillance research and communications needs, including identifying gaps in reporting and communications targeted at NAMP partners.
7. Describe and review the roles and responsibilities of NAMP partner organisations and AHA, and governance of the program including governance structure, governance materials, program logic and TOR of the NAMP committees.

The review is scheduled to commence in July 2024, with the report of the review to be provided to the NAMP Steering Committee by the end of March 2025.

Lodgment of Expressions of Interest

1. Expressions of Interest (EOI) must explain how the consultant proposes to address the terms of reference and are to be addressed as follows and lodged as indicated.

Attention: Peter Dagg,
Acting General Manager, Emergency Preparedness, Animal Health and Biosecurity
Animal Health Australia
Postal Address: PO BOX 998 Dickson ACT 2602
Email: pdagg@animalhealthaustralia.com.au
Telephone: 0434 305 908

2. EOIs must be received at the above by 5.00 pm on Friday 7 June 2024.
3. EOIs may be lodged electronically or by mail.

Cost of preparing and submitting request for EOIs

4. AHA will not be responsible for any costs incurred by an Interested Party in preparing an EOI or associated expenses related to this request for EOI.

Clarification

5. Where the intention of an EOI is unclear, AHA may seek clarification from the Interested Party.
6. AHA reserves the right to conduct subsequent negotiations with any or all of the Interested Parties after the EOI closing date. In these negotiations, the Company may seek variations to an EOI or seek supplementary information in respect of any changes to the originally stated requirements.
7. AHA reserves the right to enter into any such discussions and negotiations at its absolute discretion.

No contract or undertaking

8. Nothing in this request for EOI shall be construed to create any binding contract (express or implied) between AHA and any Interested Party. Any conduct or statement of the Company whether prior to or subsequent to the issuance of this request for EOI is not, and the request for EOI is not, and shall not be deemed to be:
- a) an offer to contract; or
 - b) a binding undertaking of any kind.

EVALUATION PROCESS

1. EOIs will be evaluated to identify options that represent the best value for money. That is the proposal which has the greatest intrinsic merit or benefit in proportion to its price.
2. AHA may at any time, at its absolute discretion, withdraw this request for EOI and/or change, suspend or terminate the selection process, including without reference or notice to any of the Interested Parties.
3. To enable a comprehensive and accurate assessment of each EOI against the criteria listed below, it is emphasised that Interested Parties should provide the information requested as detailed in Section 4 of this Part.

Evaluation criteria

4. The EOI will be evaluated on the basis of a demonstrated capacity in the following areas:

Criteria	
1	Demonstrated successful completion of reviews of animal health programs, including meeting project milestones/deadlines
2	Key personnel have experience and/or qualifications in project management, cost-benefit analyses, and animal health programs
3	Ability to communicate in a professional and appropriate manner with different groups of stakeholders
4	References to indicate standing in the market
5	EOI indicates a sound understanding of AHA's charter
6	Value for money

Indicative prices

5. The assessment of the EOI will take into account the following:

- a) whether the indicative price is fixed for the term of the register
- b) the rates for the required Services
- c) pricing flexibility
- d) settlement discounts (if any)
- e) any other costs or discounts which form part of the EOI.

Interested Party details

6. Interested Parties are to provide the following details:
 - a) legal entity/company/enterprise name, including parent entity/company/enterprise name if appropriate
 - b) registered address
 - c) postal address
 - d) name, telephone, and email address of contact person for enquiries
 - e) details of any industry/professional association memberships.

Service management and delivery

7. Interested Parties are required to provide a summary of the skills and qualifications profile of the personnel who might be employed in the performance of the Service (and curriculum vitae for key personnel).

Experience and capability

8. To assess the Interested Party's capability to deliver the Services, Interested Parties are to provide details of similar services provided within the last three (3) years, including:
 - a) the organisation(s) for whom the services were undertaken, including contact details
 - b) the period over which the work was undertaken
 - c) the value of the work undertaken.

Insurance and Indemnity

9. Interested Parties will be expected to have in place insurance arrangements appropriate to the Services, including workers compensation, public liability and, where relevant, professional indemnity insurance. Details of the Interested Party's existing insurance arrangements are to be provided. Interested Parties may be expected to provide suitable indemnities as requested by the Company. Interested Parties may be required to provide details of current WorkCover Insurance Policy(s), including providing proof of current WorkCover Insurance Policy(s) held.

Pricing Details

10. Interested Parties are to complete the price schedule in the format set out in Attachment 1.
11. Prices are to be quoted in Australian dollars.

DECLARATION

1. Interested Parties are required to complete the declaration form enclosed in Attachment 2.

Attachments

1. Schedule of Prices
2. Declaration

ATTACHMENT 1 - SCHEDULE OF PRICES

Price for:

- Hourly and daily rates for all personnel (management and staff) involved in the delivery of the Services
- Travel and accommodation costs
- Administrative costs, including cost of work involving others than the prime consultant.

ATTACHMENT 2 - DECLARATION

1. The undersigned, for and on behalf of hereby indicates an interest in providing the Services contained herein at the prices quoted.
2. This EOI remains valid for acceptance for a period of at least one calendar year from the close of EOI

Signature	Date
Official Position in the Company/Firm	
Registered Address	Postal Address
Telephone Number	Mobile Number
<p>Details of Point of Contact</p> <p>Name: _____</p> <p>Position in the Company: _____</p> <p>Telephone Number: _____ Mobile Number: _____</p>	