Food Safety and Standards Authority of India (FSSAI) has been established under the provisions of Food Safety and Standards Act, 2006 as a statutory body for laying down science based standards for articles of food and to regulate manufacture, storage, distribution, sale and import of food so as to ensure availability of safe and wholesome food for human consumption. Up-gradation of testing infrastructure is an important component of the Act, for conducting test as per requirements of Food Safety Regulation 2011.

2. There is requirement of large numbers of food testing laboratories for successful implementation of FSS Act, 2006. At present, the capacity is highly inadequate, both for testing food for regulation purpose or otherwise by FBO. Under the provision of Section 43 of FSS Act, 2006, FSSAI have accredited & notified food testing laboratories for conducting test as per requirement of Food Safety Regulation 2011. There are a large number of laboratories in government sector which are required to be upgraded to NABL/FSSAI Standards. Up-gradation of existing laboratories is required in terms of infrastructure, staff, technical inputs as well as managerial expertise. The FSSAI intends to prepare a panel of experts/ agency who can give consultancy/ advice for up-gradation of laboratories. The applicant must be familiar with laboratories in food sector in India requirements in terms of manpower, equipment & other infrastructure for laboratories, requirements of analysis/ test requirements for food items as per FSS Regulation and should be able to offer consultancy/ advice to the concerned State Government/ Central Government / any other agency.

3. The detailed EOI document indicating the scope of work, qualifying requirements, forms and procedure for submission of proposal for EOI can be obtained from Dr. D.S. Yadav, Deputy Director (Enforcement), Food Safety and Standards Authority of India, Ministry of Health & Family Welfare, Government of India, FDA Bhawan, Kotla Road, New Delhi-110 002 (Phone No.011-23231681) on or before 30.03.2012 by 3:00 P.M. with a payment of Rs. 2000/- (Non-refundable) by Demand Draft/ Pay Order payable at New Delhi in favour of “Senior Accounts officer, Food Safety and Standards Authority of India”. The EOI document can also be downloaded from FSSAI’s website at http://www.fssai.gov.in which can be submitted along with a sum of Rs. 2000/- in the manner indicated above at the time of proposal submission. The FSSAI reserves the right to accept or reject any or all the offers at any stage of the process without assigning any reason thereof and no claim/dispute on this aspect shall be entertained.

Director (Enforcement),
Food Safety & Standards Authority of India,
FDA Bhawan, New Delhi-110002
Background

Under the FSS Act, all food testing has to be done in accredited laboratories. Food laboratories in public sector has very important role to play in food safety as all legal samples are tested in these laboratories. Presently almost all the public sector food laboratories are not at NABL accreditation level. FSSAI commissioned a gap analysis study for up-gradation of 72 food laboratories under the Central and State Governments. The study which has been completed for 50 laboratories has indicated that there is an urgent need to upgrade the infrastructure, strengthen staffing and training inputs and put in place more reliable laboratory management and operational procedures.

Scope of work

Selected individual/ agency will be required to suggest, devise and assist in implementation of the strategies for up-gradation of laboratories to enable it to get NABL/FSSAI accreditation.

(i) The scope of the project, its detailed components, costing, manpower requirement etc. need to be determined and clearly indicated
(ii) The extent of investment required in upgrading the existing facilities should be clearly mentioned.
(iii) The manner in which the proposed facilities would be operationalised/ managed
(iv) Advice/ consultancy pertaining to equipment, human resource, training requirements, IT system integration for surveillance/ risk based assessments.
(v) Assist laboratories in identification of equipment, its source & supply along with vendor neutral recommendary note, cost of the equipments& installation charges.
(vi) Assist laboratories in effective monitoring by way of providing periodical progress reports.
(vii) Monitoring & reporting the progress of laboratories periodically on the basis of defined milestone.
(viii) Develop & hand holding through the entire period from concept to commissioning
(ix) Lay down procedures/ record systems & other systems enabling laboratories to achieve NABL /FSSAI accreditation.

Fee Chargeable

2% of the estimated up-gradation of laboratory project cost will be charged from an agency/ individual.

Eligibility Criteria

1. The individual/ agency should have a minimum five years experience in food sector and adequate exposure to food safety, quality & standards issues/policies at National as well as global level. Documentary evidence (details to be provided to support the experience).
2. An agency / individual should have experience of designing and executing similar projects.
3. Should be technically qualified or should have well-experienced strong in-house resource base.
4. The agency/individual shall have the ability to collect relevant data/information required for the purpose for successful execution of the framework.
5. The applicant should furnish an undertaking to the effect that the firm/ individual has not been black listed in India or abroad.
6. The EOI is to be submitted with the details of experience in similar type of project, financial status, staff working in the organisation along with Name, Educational qualification, experience and trainings etc.& any other information sought in the scope of work.

7. Each and every page of the offer should be signed before submission as a token of acceptance. Corrections, if any, should be duly attested.

8. FSSAI reserves the right to accept or reject any or all the offers in full or part or to waive off any formality, minor deviations and omissions without assigning any reason(s)

### Evaluation Procedure

The proposals will be evaluated on the basis of the eligibility criteria as mentioned above and will carry maximum marks of 100. The maximum marks for each component of proposal are as under:

<table>
<thead>
<tr>
<th>Evaluation Criteria</th>
<th>Max Marks</th>
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<tbody>
<tr>
<td>a) General Experience of the firm in food sector especially in quality control, food safety &amp; standards</td>
<td>20</td>
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<tr>
<td>b) Relevant experience</td>
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<tr>
<td>- Professional supervision in laboratories (no. of assignments etc.)</td>
<td>10</td>
</tr>
<tr>
<td>- Professional supervision in food laboratories {out of total}</td>
<td>15</td>
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<tr>
<td>(no. of assignments etc.)</td>
<td></td>
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<tr>
<td>c) Experience of giving consultancy to food laboratories</td>
<td>25</td>
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<tr>
<td>d) Methodology and work plan</td>
<td>20</td>
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<tr>
<td>e) Capability for transfer of knowledge/ training</td>
<td>10</td>
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</tbody>
</table>

### Submission of Proposal

The proposal complete in all respects shall be submitted in sealed envelope super scried as “EOI for upgradation of laboratories” to Receipts & Dispatch Section, Food Safety and Standards Authority of India, Ministry of Health & Family Welfare, Govt. of India, 3rd Floor, FDA Bhawan, Kotla Road, New Delhi-110 002 on or before 30.03.2012 by 5:00P.M.
APPLICANT’S DECLARATION REGARDING THE EXCLUSION CRITERIA

To be completed and signed by the applicant and to be included in the EOI application

Food Safety and Standards Authority of India
Ministry of Health & Family Welfare, Govt. of India,
3rd & 4th Floor, FDA Bhawan,
Kotla Road, New Delhi-110 002

Ref: Call for expressions of interest for preparing a panel of experts / agency to provide consultancy/advice for up-gradation of laboratories

Concerned individual/ agency shall be excluded from participation if:

1. They are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matter, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;

2. They have been convicted for an offence concerning their professional conduct by judgment which has the force of res judicata;

3. They have been guilty of grave professional misconduct proven by any means which the contracting authority can justify;

4. They have not fulfilled obligations in respect of payment of social security contribution or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the contracting authority or those of the country where the contract is performed;

5. They have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organization or any other illegal activity detrimental to the communities’ financial interests;

6. Following another procurement procedure or grant award procedure financed by the community budget, they have been declared to be in serious breach of contract for failure to comply with their contractual obligations.
In response to your call for expression of interest, I/We hereby declare that I/we:

- Am/are not in any of the situations excluding me/us from participation contracts (and will produce the corresponding certificates if so requested)
- Agree to abide by the highest ethical standards in the profession and, in particular, have no potential conflict of interest;
- Will inform the Authority immediately if there is any change in the above circumstances at any stage during the tender procedure or during the implementation of the project;
- Fully recognize and accept that any inaccurate or incomplete information deliberately provided in this tender may result in my/our exclusion from this or other contracts funded by the Authority.

(Signature of the applicant or of authorized representative
Along with Office Seal)
EOI Letter Proforma

To
Director(Enforcement)
Food Safety and Standards Authority of India,
Ministry of Health & Family Welfare, Govt. of India,
FDA Bhawan, Kotla Road,
New Delhi-110 002

Sub: Expression of Interest for Preparing a panel of Experts / agency to provide consultancy/advice for upgradation of laboratories

Sir,

The undersigned having read and examined in detail all the EOI documents pertaining to the proposals for upgradation of laboratories, do hereby express the interest to do the work as specified in the scope of work.

2. Correspondence details:

<p>| | |</p>
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<tbody>
<tr>
<td>1.</td>
<td>Name of an individual applicant / agency</td>
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<td>2.</td>
<td>Address</td>
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<td>3.</td>
<td>Contact person with Designation</td>
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<td>4.</td>
<td>Telephone (with STD code)</td>
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<td>5.</td>
<td>Mobile No. of the contact person</td>
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<tr>
<td>6.</td>
<td>E-mail of the contact person / Website address of the Organisation (if any)</td>
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<td>7.</td>
<td>Fax No. (with STD code)</td>
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3. Documents forming part of EOI

We have enclosed the followings:

- Expression of Interest in Form – I.
- Details of experience in similar type of project and food sector in Form-II
- Details of methodology & rough work plan in Form-III
- Any other information sought in the scope of work

4. I/ We hereby declare that my/ our EOI is made in good faith and the information contained is true and correct to the best of my/ our knowledge and belief.

Thanking you,

Yours faithfully,

(Signature of the Applicant)

Name:
Designation:
Seal:
Date:
Place:

Witness:
Signature ___________________
Name ______________________
Address ____________________
Date ______________________
**FORM-II**

DETAILS OF EXPERIENCE IN SIMILAR TYPE OF PROJECT AND FOOD SECTOR

A. An individual/ agency performing the work relating to food sector:

<table>
<thead>
<tr>
<th>Sl.No</th>
<th>Name &amp; Address of the Client</th>
<th>Date of starting the work</th>
<th>Value of the project</th>
<th>Period of work to be completed</th>
<th>Exact Role</th>
<th>Any other information</th>
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B. Professional supervision in laboratories

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<tr>
<th>Sl.No</th>
<th>Name &amp; location of the project</th>
<th>Name &amp; address of the client</th>
<th>Details of the Project with Cost</th>
<th>Nature of consultancy work with specific areas addressed</th>
<th>Date of start &amp; completion of the project</th>
<th>Website Address</th>
<th>Any other information</th>
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</table>

C. Food Laboratories for which consultancy was provided

<table>
<thead>
<tr>
<th>Sl.No</th>
<th>Name &amp; location of the project</th>
<th>Name &amp; address of the client</th>
<th>Details of the Project with Cost</th>
<th>Nature of consultancy work with specific areas addressed</th>
<th>Date of start &amp; completion of the project</th>
<th>Website Address</th>
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Date: -  
Place: - (Signature of Applicant)
DETAILS OF METHODOLOGY AND ROUGH WORK PLAN

- Microsoft Power Point presentation may be prepared indicating details of methodology & rough work plan
- Handouts of presentation (2 slides on each page) may be enclosed as Form-II. Each page of handouts should be signed by authorized signatory as indicated below.

(Place & Date) 

(Name & Signature of Authorized Representative)