

Last Date: 30.09.2019

File No. 19(4)2018/Slaughter House/RCD/FSSAI
Food Safety and Standards Authority of India
(RCD Division)
(A Statutory Authority established under Food Safety & Standards Act, 2006)
FDA Bhawan, Kotla Road, New Delhi – 110002

Dated, the 12th September, 2019

To,
(All Recognised Audit Agencies with the scope
of "Slaughter Houses"- List attached)

Sub: Request for proposal (RFP) for Conduct of food safety audit of State/ Central Licensed slaughterhouses all over India.

FSSAI has recently launched the "Clean and Safe Meat Campaign". In connection with the campaign, FSSAI has decided to conduct food safety audit of all Central/ State licensed slaughter houses all over India. Tentatively around 400 slaughter houses are to be audited all over India. All these Slaughter houses have been divided into 3 Zones. The approximate number of slaughter houses to be audited in each Zone is listed at **Annex A**.

This RFP is open for all audit agencies recognized under the Food Safety and Standards (Food Safety Auditing) Regulations, 2018 with the scope of "Slaughter House". Only financial bids have to be submitted by each interested agency. Every agency can submit their financial bid for either one or all Zones of Slaughter Houses as per their preference. The audit will be awarded to L1 bidder for each Zone. **The last date for receiving the financial bids is 30.09.2019 by 03.00 pm.** The bids will be opened on 30.09.2019 at 04.00 PM at 05th Floor Conference Room, FDA Bhawan, FSSAI HQ, New Delhi. A pre bid meeting on the same will be held on 20.09.2019 at 11.00 am at 05th Floor conference room, FDA Bhawan, FSSAI HQ, New Delhi.

1. General conditions of audit:

- a. The agency should have been recognized for the scope of Slaughter House by FSSAI.
- b. The audits should be carried out by experienced auditor(s) of agency whose details are available in FSSAI records. If new auditors are being recruited, the agency has to submit the details of auditor to FSSAI prior to his/her conduct of audit.
- c. All these audits including audit reporting should be carried out within 05 months of awarding the RFP.
- d. FSSAI reserves the right to withdraw this RFP at any stage if FSSAI feels that such action is in the interest of FSSAI or otherwise.

2. Conduct of Audit:

- a. The audit should be conducted as per the provisions of Food Safety and Standards (Food Safety Auditing) Regulations 2018.
- b. Verify the compliance by the Slaughter houses of the provisions of the FSS Act, 2006 and the rules and regulations made thereunder.
- c. The Audit Procedures to be used should be as per Part III of the FSS (Food Safety Auditing) Regulations, 2018.
- d. **Audit Reporting :**
 - i. The agency will forward the audit report to FSSAI and Commissioner of Food Safety of the respective States/UTs within 15 days of the conduct of each food safety audit. In addition, a summary of the audits carried out shall be provided to FSSAI every month.
 - ii. The inspection checklist to be used for reporting of the food safety audit of slaughter house and its Marking and Grading Scheme is placed at *Annex B*.
 - iii. The inspection checklist should contain suitable comments of auditors for the concerns observed during the audit.
 - iv. The inspection checklist should be accompanied with relevant photos/pictures of the premises. In case, the photos/ pictures are not available, reason thereof be mentioned.
- e. Carry out follow-up action if any required, including further audits, on the directions of FSSAI, to verify if any corrective action has been taken.
- f. Maintain confidentiality of food safety audit and keep records of the audit reports as per Section 15, Part IV of FSS (Food Safety Auditing) Regulations, 2018 by the concerned Audit Agency.
- g. **Conflict of Interest:**

The auditing agency shall give a declaration as per Form C of the schedule of FSS (Food Safety Auditing) Regulations, 2018 before conducting the audit of each of the slaughter houses. (copy at *Annex C*)

3. Audit Duration:

The audit duration prescribed for audit of each slaughter house (both for Central and State licensed) by FSSAI is 01 Man- Day including audit reporting. The total man-days required wrt Annex A will be as follows:

- | | |
|--------------|---|
| (a) Zone I | : 166 Slaughter houses * 1 man-day each = 166 Man- days |
| (b) Zone II | : 153 Slaughter houses * 1 man-day each = 153 Man- days |
| (c) Zone III | : 165 Slaughter houses * 1 man-day each = 165 Man- days |

The final no. of Slaughter houses to be audited may vary slightly from the numbers mentioned in Annex A.

4. Financial Bid/Cost of audit:

- a. Bidding agencies should prepare Financial Bid as per the format enclosed at Annex A and should send their physical copies in sealed envelope, **SUPERSCRIBED "Financial Bid for Conduct of Food Safety Audit of Slaughterhouses "** with the name and

address of the bidding agency on the envelope to the following address by **30.09.2019 (03.00 pm)**

Shri Pushp Vanam,
Joint Director (RCD)
Regulatory Compliance Division
4th Floor, FDA Bhawan,
Kotla Road, New Delhi- 110002.
Tel: 011 23237435, 011 23231679

**(PLEASE NOTE: FINANCIAL BIDS WILL NOT BE ACCEPTED THROUGH E- MAIL
AND NO ADVANCE COPY WILL BE ENTERTAINED THROUGH E-MAIL.)**

The bidding agency for their own benefit, may intimate through mail that they have shared their bids through post.

- b. The bidding agency has to provide the total cost of conducting the food safety audit of all slaughter houses (as per the tentative list at Annex A) in all States/ UTs in the format enclosed at Annex D. The cost should include the audit cost and all other expenditures involved including TA, stay, local transport etc. The financial bid submitted should explicitly mention this detail. If there is an increase/ decrease in the number of audits conducted, the total price of the audits will be proportionately increased/ decreased as the case maybe.
- c. In addition, per man day cost of follow up audits (if needed) should also be specified separately.
- d. If it is desired by the Bidder to ask for GST to be paid as extra, the same must be specifically stated. In the absence of any such stipulation in the bid, it will be presumed that the prices quoted by the Bidder are inclusive of GST and no liability of GST will be developed upon the Buyer.

5. Payment Terms:

- a. The payment will be made as per the following terms:

S.No.	Amount to be paid	Condition(s) for release
1.	25% of total cost of audit	After completion of 50 audits and submission of complete reports thereof.
2.	Next 25% of total cost of audit	After completion of 100 audits and submission of preliminary reports thereof.
3.	Final Payment	On Completion of all audits and submission of final reports with report summary of all slaughterhouses audited as in Annex A.
4.	Late Fine/Fee	Late fee of Rs. 2000/- per day will be charged/deducted for not submitting the audit reports within the stipulated time limit of 05 months from the date of award of RFP.

- b. FSSAI, keeping in consideration the facts and circumstances may impose a penalty for not completing the audits, not exceeding 20% of the total amount. The payment will be made on submission of the following documents by the audit agency:
 - (i) Copy of Order / Contract of Audit.
 - (ii) Invoice/ Bill for work done

- (iii) Details for electronic payment viz Account holder's name, Bank name, Branch name and address, Account type, Account number, IFSC code, MICR code of the audit agency on agency's letterhead (if these details are not incorporated in order/invoice).

Yours sincerely,


(Pushp Vanam)

Joint Director (RCD)
Tel: 011-23231679

To,

- 1 Bureau Veritas (India) Private Limited
C/o Shri Ramesh Koregave,
Marwah Centre, 6th Zfloor, Opp Ansa Industrial Estate, Marwah Marg, Andheri(E),
Mumbai-400 072. E-Mail: ramesh.koregave@in.bureauveritas.com
- 2 BSI Group India Private Limited
C/o Sarit Chowdhury
The Mira, A-2, Plot 1&2, Ishwar Nagar, Mathura Road, Delhi-110065
E-Mail: Sarit.chowdhury@bsigroup.com
- 3 DNV GL Business Assurance
C/o Shri Purushottam Bhat
Equinox Business Park, Tower 3, 6th Floor, Off Bandra-Kurla Complex, LBS Marg,
Kurla(West), Mumbai- 400 070. E-Mail: Purushottam.Bhat@dnvgl.com
- 4 Intertek India Pvt Limited
C/o Shri Neeraj Gupta
Intertek, E-20, Block B1, Mohan Cooperative Industrial Estate, Mathura Road, ND
110044
E-Mail: neeraj.gupta@intertek.com
- 5 IRCLASS Systems and Solutions Private Limited
C/o Shri Shashinath Mishra
52A, Adi Shankaracharya Marg, 2nd Floor, New Wing, Opp. Powai Lake, Powai,
Mumbai-400 072. E-Mail: shashinath.mishra@irclass.org
- 6 RIR Certification Private Limited
C/o Mr. Anwar Mohammad
A-210, Unitech Archadia, South City-II, Sec-49, Gurgaon-122018
E-Mail: anwar.mohammad@rircert.com
- 7 TUV India Private Limited
C/o Ms. Asha Sridhar
TUV NORD Group, 801, Raheja Plaza I, LBS Marg, Ghatkopar(W), Mumbai 400086,
Maharashtra. E-Mail: asha@tuv-nord.com
- 8 MS Certification Services Private Limited
C/o Shri Surajit Majumder
3/23, RK Chatterjee Road, Kolkata-700042. E-Mail : hq@mscertification.org
- 9 Lloyds Register Quality Assurance Limited
C/o Shri Nitin Mangale
Unit63&34, 6th Floor, Level-5, Kalpataru Square, Kondivita Lane, Off Andheri-Kurla
Road, Andher(east), Mumbai-400 059. E-Mail: nitin.mangale@lr.org
- 10 URS Certification Ltd
C/o Shri Ankur Sangal
F-3, Sector-6, Noida- 201301, UP. E-Mail: ankur@ursindia.com
- 11 TUV SUD South Asia Pvt Ltd
C/o Shri Munish Kumar
373 Udyog Vihar Phase II, Sector 20, Gurgaon, Haryana 122016
E-Mail: munish.kumar@tuv-sud.in , deepak.arora@tuv-sud.in

- 12 International Certification Services Private Limited,
C/o Sumeet S Kataria
22/23, Goodwill Premises, Swastik Estate, 178, CST Road, Kalina, Santacruz(E),
Mumbai
E-Mail: Sumeet.kataria@icsasian.com
- 13 Cotecna Inspection India Pvt Ltd
C/o Shri Subrata Saha
The Summit- Business Bay, Office No213, 214 &215, Behind Guru Nanak Petrol Pump,
Opp Cinemax, Off Andheri_kurla Road, Prakashwadi, Andheri(E), Mumbai-400069
E-Mail : subrata.saha@cotecna.co.in
- 14 Prime certification & Inspection
C/ o C/o Shri Babu Thekkayil
Sathyachandra Arcade, 2nd Floor, HRBR 3rd Block, Kalyan Nagar, Bangalore- 560043
E-Mail: babu.t@primeci-india.com
15. TUV InterCert Saar India Pvt Ltd.
C/o Dr Umakant Dubey
Group of TUV Saarland, No. 122/1, 3rd Main Road, Margosa Road, Malleswaram
Bengaluru - 560003
E- Mail : drumakantdubey@tuvintercert.in

Annex A

ZONE I				
	State Name	State License	Central License	Total
1	Andaman & Nicobar Islands	4	0	4
2	Kerala	14	13	27
3	Tamil Nadu	99	7	106
4	Telangana	21	8	29
	Total	138	28	166
ZONE II				
	State Name	State License	Central License	Total
5	Andhra Pradesh	2	8	10
6	Chhattisgarh	9	0	9
7	Goa	2	2	4
8	Gujarat	2	0	2
9	Karnataka	18	6	24
10	Madhya Pradesh	1	0	1
11	Maharashtra	56	31	87
12	Rajasthan	14	2	16
	Total	105	60	153
ZONE III				
	State Name	State License	Central License	Total
13	Assam	1	2	3
14	Chandigarh	0	3	3
15	Delhi	4	2	6
16	Haryana	1	11	12
17	Himachal Pradesh	2	5	7
18	Jammu & Kashmir	14	0	14
19	Jharkhand	21	0	21
20	Meghalaya	2	0	2
21	Mizoram	2	0	2
22	Punjab	9	17	26
23	Uttar Pradesh	4	56	60
24	Uttarakhand	1	0	1
25	West Bengal	3	5	8
	Total	63	90	165
			TOTAL	484

Marking & grading system –

The **Inspection Checklist** has been divided into five major sections namely –

1. *Design & facilities*
2. *Control of Operation*
3. *Maintenance & sanitation*
4. *Personal Hygiene*
5. *Training & complaint handling*

The Auditor/FSO will inspect the facility of the Food Business Operator according to the requirements as laid down in the inspection checklist and accordingly will mark the finding as compliance (C), non-compliance (NC), partial compliance (PC) & Not applicable/Not observed (NA). All the requirements are allotted 2 marks and there are few requirements which are asterisk marked (*) which are allotted 4 marks. Non observance to any of the asterisk marked (*) finding will lead to Non-Compliance (NC), as they are critical to food safety. Each finding will be awarded marks as mentioned below –

S. No.	Finding	Marks to be awarded	Marks to be awarded in Asterisk Mark (*) question
1	Compliance (C)	2	4
2	Non-compliance (NC)	0	0
3	Partial compliance (PC)	1	0
4	Not applicable/ Not observed (NA)	2	4

Compliance – Yes, the requirement is fully documented and implemented. Adherence with the requirement with no major or minor conformance is observed.

Non-compliance - No, the requirement is not documented and implemented. Non adherence with the requirement with major non - conformance is observed.

Partial Compliance – Requirement is partially implemented but not documented or partially documented but not implemented. A non conformity that, based on the judgement and experience of the Auditor/FSO, is not likely to result in the failure of the food safety management system or reduce its ability to assure controlled processes or products. It may be either a failure in some part to a specified requirement or a single observed lapse. Partial Compliance is not applicable to asterisk marked (*) requirements as they are critical to food safety.

Not Applicable/Not observed (NA) – Requirements are not applicable to FBO & hence cannot be observed.

Sub-sequentially awarding the marks as per the finding against the requirements, total marks are calculated & based on the final marks, grading of the FBOs is done. The grading has been divided into 4 levels, i.e.

Grade	Status	Marks required
A+	Compliance – Exemplar	90% & above
A	Compliance – Satisfactory	80% - 89%
B	Needs Improvement	50 % - 79%
No grade	Non Compliance	Below 50%

SLAUGHTER HOUSE - MEAT

Date		FBO Name	
Auditor Name		FBO's Representative Name	
Auditor Contact No.		Address	
		FBO License No.	

Indicate the following – Compliance (C), Noncompliance (NC), Partial Compliance (PC) or Not Applicable (NA) and the corresponding score and relevant comments.

S. No.	Audit Question	Scoring		Comments
		Score	C/PC/NC/NA	
1	Food establishment has an updated FSSAI License & NOC from local authority.	2		
I	Design & facilities	(30)		
2	The premises have separate provision for the slaughter of different species of animals & for different methods of slaughter.	2		
3	There is an adequate resting area (lairage) with facility for watering and examination of animals or birds.	2		
4	The layout of the slaughter house is such that there is a forward movement from the introduction of the live animal to emergence of meat and offals without any possibility for overlap/intersection.	2		
5	Internal structure & fittings are made of non-toxic, impermeable materials which prevent the entry of dirt, dust & pest.	2		
6	Floors are impervious, epoxy coated and non-slippery.	2		
7	Walls are paved with imperious glazed tiles upto 1 meter height for poultry or small ruminant animals and upto 5 metre for large animals & are epoxy coated.	2		
8	Windows & other openings are free from accumulated dirt, those which open are fitted with insect-proof screen.	2		
9	Doors are smooth, non-absorbent surface, close fitted & self closing (where appropriate).	2		
10	Premises have sufficient lighting i.e. 540 lux (inspection points), 220 lux (work room) & 110 lux (other areas).	2		
11	Adequate ventilation is provided within the premises.	2		
12	Personnel hygiene facilities are available including adequate number of toilets, hand washing facilities and change rooms. Hand washing facilities with warm or hot and cold water, adequate means to hygienically dry	2		

	hands are provided adjacent to toilets and at entry to processing area.			
13*	<i>Clean potable cold water (meeting standards of IS 10500) with pressure hose pipes and supply of hot water is available in slaughter hall.</i>	4		
14	An equipped laboratory is available with qualified chemist/analyst & veterinary microbiologist.	2		
15	The equipment & containers (except for chopping blocks, cutting boards & brooms) are durable, made of corrosion resistant material which facilitates cleaning.	2		
II	Control of operation	(20)		
16	Animals suspected of infectious diseases are segregated and kept in separation.	2		
17	<i>Humane methods are used for slaughtering. Animals are rested before slaughter to reduce stress. Slaughtering of animals is not done in sight of other animals. Stunning of animals is done before slaughtering.</i>	4		
18	Equipment used for stunning is maintained in good working condition.	2		
19	The dressing of the carcasses is not done on floor. Suitable hoists are provided to hang the carcasses before evisceration	2		
20	Knives and sharpners (mushtala) are of stainless steel and sterilized/ sanitized before use.	2		
21*	<i>All animals are subjected to ante-mortem examination and post mortem inspection by the authorised veterinarian as per the specified proforma.</i>	4		
22	When dressed meat has to stored without further immediate processing, such storage is maintained at 0°C to 2°C.	2		
23	Carcasses, parts and the organs thereof found to be healthy and fit for human consumption are marked as "Inspected & passed". Carcass or parts thereof which is unfit for human consumption is marked as "Inspected & condemned".	2		
III	Sanitation, maintenance & waste disposal	(24)		
24	Cleaning of equipment, food premises is done as per cleaning schedule & cleaning programme. (Floorings are washed daily. Lime washing, colour washing or paint washing is done at least once in 12 months.)	2		
25	Preventive maintenance of stunning equipment is carried out regularly as per the manufacturer's instructions.	2		
26	<i>Blood, manure, garbage, filth or other refuse from any animal slaughtered and the hide, viscera and offals are removed from the slaughter house within 8 hours after completion of slaughtering in a manner not to cause contamination. The container or receptacle used for these wastes is thoroughly cleaned and disinfected immediately after use.</i>	4		
27*	<i>Pest control programme is available and pest control activities are carried out by trained and experienced personnel.</i>	4		
28	No signs of pest activity or infestation in premises (eggs, larvae, faeces etc.)	2		

29	There is an efficient drainage system and all drains and gutters are properly and permanently installed fitted with traps and screens . The drainage system for blood is either underground with facility for easy cleaning or a portable receptacle with lid).	2			
30	Sufficient space is there for separation and storage of condemned carcasses. Destruction of condemned carcasses, organs or parts thereof shall be carried out under the direct supervision of the authorised veterinarian.	2			
31	Slaughter house refuse and waste material is suitably processed to prepare animal by product or dumped in pits that are suitably covered.	2			
32	<i>For large slaughter house, ETP is required. Disposal of sewage and effluents is done in conformity with standards laid down under Environment Protection Act, 1986.</i>	4			
IV	Personal Hygiene	(10)			
33	Annual medical examination & inoculation of food handlers against the enteric group of diseases as per recommended schedule of the vaccine is done. Check for records.	2			
34	No person suffering from a disease or illness or with open wounds or burns is involved in handling of food or materials which come in contact with food.	2			
35*	<i>Food handlers maintain personal cleanliness (clean clothes, trimmed nails & water proof bandage) and personal behaviour (hand washing, no loose jewellery, no smoking, no spitting etc).</i>	4			
36	Food handlers are equipped with suitable aprons, gloves, headgear, shoe cover etc.	2			
V	Training & records keeping	(10)			
37	Internal / External audit of the system is done periodically. Check for records.	2			
38	Food Business has an effective consumer complaints redressal mechanism.	2			
39	Food handlers have the necessary knowledge and skills & trained to handle food safely. Check for training records.	2			
40*	<i>Appropriate documentation & records are available and retained for a period of one year or the shelf-life of the product, whichever is more.</i>	4			

Overall findings of Auditor:

Improvements Suggested:

Total points/Score / 96

Asterisk mark (*) questions may significantly impact food safety & therefore must be addressed as a priority. Failure in any of the asterisk mark questions, will lead to Non-compliance

Grading –

- | | | | |
|--------------------------|----------------------|---------|---------------------------|
| <input type="checkbox"/> | A⁺ | 86 - 96 | Compliance – Exemplar |
| <input type="checkbox"/> | A | 76 - 85 | Compliance – Satisfactory |
| <input type="checkbox"/> | B | 48 - 75 | Needs Improvement |
| <input type="checkbox"/> | No grade | <48 | Non Compliance |

Signature of Auditor
Agency Stamp

Declaration

[See sub-regulation (i) of regulation 12]

I _____ S/o, D/o _____ state that the food safety audit of M/s _____ having license number _____ has been audited by my auditing agency. In this context, I hereby declare that:

- a) my auditing agency or its personnel/auditor have not provided any training, guidance, Food Safety Certification or consultancy to and not carried out internal audits of the above said food business operator or any of its parent or subsidiary for last two years.
- b) my auditing agency or its personnel/auditor does not own or have financial interest in, manage or otherwise control to the above said food business operators or any of its affiliate, parent or subsidiary.
- c) my auditing agency or its personnel/auditor have not been employed by the above said food business operator for last two years.
- d) my auditing agency has not carried out the food safety audit of the above said food business operator for more than three consecutive times audit.

Signature of authorised signatory /Auditor with stamp

Financial Bid for Conduct of food safety audit of all State/ Central Licensed Slaughterhouses in Zone I (approx ____ units to be audited)		
S.No	Details	Cost Quoted
1.	Per Unit Cost Cost of Audit per Man- Day (including all other expenditures involved like TA, stay, local transport etc)	Rs. _____
2.	No. of Slaughter House Units in Zone I ##	_____ Units <i>(may likely to increase / decrease)</i>
3.	Total Cost of Audits ##	Rs. _____ * _____ Units =Rs. _____
4.	GST (if any)	
5.	TOTAL COST (INCLUDING GST) for Zone I	
6.	Per Man-Day Cost of Follow up Audit (if needed)	

If there is an increase/ decrease in the number of audits conducted, the total price of the audits will be proportionately increased/ decreased as the case maybe during the final payment.

Financial Bid for Conduct of food safety audit of all State/ Central Licensed Slaughterhouses in Zone II (approx ____ units to be audited)		
S.No	Details	Cost Quoted
1.	Per Unit Cost Cost of Audit per Man- Day (including all other expenditures involved like TA, stay, local transport etc)	Rs. _____
2.	No. of Slaughter House Units in Zone II ##	_____ Units <i>(may likely to increase / decrease)</i>
3.	Total Cost of Audits ##	Rs. _____ * _____ Units =Rs. _____
4.	GST (if any)	
5.	TOTAL COST (INCLUDING GST) for Zone II	
6.	Per Man-Day Cost of Follow up Audit (if needed)	

If there is an increase/ decrease in the number of audits conducted, the total price of the audits will be proportionately increased/ decreased as the case maybe during the final payment.

**Financial Bid for Conduct of food safety audit of all
State/ Central Licensed Slaughterhouses in Zone III
(approx _____ units to be audited)**

S.No	Details	Cost Quoted
1.	Per Unit Cost Cost of Audit per Man- Day (including all other expenditures involved like TA, stay, local transport etc)	Rs. _____
2.	No. of Slaughter House Units in Zone III ##	_____ Units <i>(may likely to increase / decrease)</i>
3.	Total Cost of Audits ##	Rs. _____ * _____ Units =Rs. _____
4.	GST (if any)	
5.	TOTAL COST (INCLUDING GST) for Zone III	
6.	Per Man-Day Cost of Follow up Audit (if needed)	

If there is an increase/ decrease in the number of audits conducted, the total price of the audits will be proportionately increased/ decreased as the case maybe during the final payment.