**HDC202301 - Food Hygiene Inspections**

**Request for Quotation: Specification of works**

**Deliverables: Food Safety (Hygiene) Inspections**

**Number of Inspections:**

No. 150 x Food Hygiene Inspections – Mixed Food Business Types: Category C and D.

**Requirements:**

1. All inspections to be undertaken in compliance with the FSAs Food Law Code of Practice.
2. Inspections to be undertaken by an accredited and competent inspector as defined by the FSA and FLCOP.
3. Quotation to include written report of visits, to be provided to Hart within 21 days of premise inspection.
4. Quotation to based on a defined and set ‘cost per inspection’ basis. Quotation to identify set costs of any aborted ,or cancelled or rescheduled site visits.
5. Quotation to include all costs of travel to site of inspections.
6. Quotation to include proof of indemnity cover, or, detail all costs of professional indemnity insurance.
7. A written monthly update to be provided detailing completed inspections, general programme progression, and highlighting any case of significant enforcement action required.

**Time Frame:**

Inspections to be delivered within financial year 24/25. Commencing from June 2024. Target completion within 6 months of award – however this may be re-defined or subject to mutual agreement with Hart DC.

**Data Provision:**

A list of premises for inspection will be provided by Hart DC. These should be inspected in line with target due dates where ever possible. Scheduling of inspection dates with individual business proprietors will be the responsibility of the contractor. Flexibility of scheduling will be provided.

Compliance with GDPR and Data protection must be ensured at all times. Confirmation of processes and controls must be demonstrated.

**Extras/ Supplementary works:**

Quotation to clearly state any additional charges ,or supplementary cost that may be incurred by Hart DC for the undertaking of Food Hygiene Inspection works. For example: subsequent enforcement, or costs of re-visit, provision of supplies or equipment.

Statement of an hourly charge for any enforcement related supplementary support time that can be provided to a HDC officer upon request. This would be based upon on an ad-hoc, or call up basis, for short duration technical or emergency support.

**Contacts:**

Any queries, or requests for further information may be directed to:

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