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03 OCT 2025

No.HSR-II(FSSA)FoSTaC-902-2019
DIRECTORATE OF HEALTH SAFETY & REGULATION
Government of Himachal Pradesh
Red Cross Building, Ground Floor, Chotta Shimla - 171 002 HP

Ph: 0177-2621383, 2622383
e-mail: dhsrshimla@gmail.com
website: www.dhsr.hp.gov.in

NOTICE INVITING EXPRESSION OF INTEREST

To

All the Empanelled
Training Agencies
under FSSAI


Sir/Madam,





Directorate of Health Safety & Regulation, invites Expression of Interest for empanelment of FSSAI recognized/empanelled Training Agencies for conducting Food Safety Training & Certification program (FoSTaC) of FSSAI in the State of Himachal Pradesh, initially for a period of one years, from the date of acceptance of the EOI, which may be extended on year to year basis on mutually agreed terms & conditions.

Last date of submission of EOI is 18-10-25 upto 1.00 p.m. The interested Training Agencies can participate by submitting their bids. through post/courier or personally. addressed to Director Health Safety and Regulation. Red Cross Building, Ground Floor, Chotta Shimla-171 002 HP, in sealed envelope super scribed as "EOI FOR TRAINING AGENCIES UNDER FSSA-2006".

The duly receipted EOI shall be opened on 18-10-25 at **3.30 P.M.** in the presence of the participants who opt to be present. If the date fixed for the opening is declared holiday, the EOI shall be opened at the same time on the next working day.

In all matters pertaining to the EOI, the decision of the Director Health Safety and Regulation, Red Cross Building, Ground Floor, Chotta Shimla-171 002 HP, shall be final and binding.


Joint Commissioner (Food Safety)-
cum-Director Health Safety &
Regulation, Shimla-2

DIRECTORATE OF HEALTH SAFETY & REGULATION

Government of Himachal Pradesh
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The duly receipted EOI shall be opened on _____ at 2.30 P.M. in the presence of the participants who opt to be present. If the date fixed for the opening is declared holiday, the EOI shall be opened at the same time on the next working day.

In all matters pertaining to the EOI, the decision of the Director Health Safety and Regulation, Red Cross Building, Ground Floor, Chotta Shimla-171 002 HP, shall be final and binding.

Terms & Conditions:

1. The Training Agency must be recognized / empanelled from/with FSSAI. In case of expiry of the term of recognition/empanelment it shall be the responsibility of the training agency to inform the DHSR immediately.
2. The Training Agency is required to quote zone wise rates, the 3 different zones shall be as:

Zone	District covered
I	Shimla, Solan, Sirmour, Kinnaur, Spiti sub-divison (Lahaul&Spiti)
II	Kangra, Una, Hamirpur, Chamba
III	Mandi,Bilaspur,Kullu, Lahaul sub-division (Lahaul&Spiti), Pangi (Chamba)

3. The training rates shall be valid for one year, no variation except in case of increase/decrease in GST or other statutory levies, should be allowed in the finalized rates.
4. The role and responsibilities of training agency shall be as per Annexure-I(A)



5. The training should be initiated within 15 days of the assignment order, issued by concerned authorities of the zone and completed as per the prescribed Training Duration as per Annexure-I(B).
6. The Educational Qualification, Experience and Skills, shall be as per Annexure-II. The proof of their qualification should be submitted to the indenting Officer while executing work order.
7. The Training agency will conduct training strictly as per Training manual/SOPs of FSSAI for the training of Food Business Operators (FBOs).
8. The rates quoted (Form-A) shall include the expenditure for trainee mobilization, venue for training programme or training platform, refreshments. Trainer's fee Assessor's fee and admin cost (travelling & accommodation, handling of portal, sharing of training material, printing of certificate, etc).
9. The Training Agency shall submit training certificate (colour printing on Glossy Art Paper) and a detailed report to the concerned Assistant Commissioner (Food Safety) & Joint Commissioner (Food Safety)-cum-DHSR Himachal Pradesh. The report shall be submitted within fifteen days of the conduct of training.
10. The training report is to be prepared in English language.
11. The Training Agency shall provide Training Kit during offline training consisting of following items of good quality
 - a. Golden Rules of FSSAI (colour print on Glossy Art Paper)
 - b. Head Mask
 - c. Gloves
 - d. Apron (cotton cloth)
 - e. Mouth Mask
14. Forms and annexures wherever to be filled should be filled up by type written and every correction should invariably be attested with full signature by the bidder with date.
15. Sub-letting of the job or any process involved in the training and reporting shall be strictly prohibited. The empanelment of the training agency violating this condition shall be cancelled.
16. In case the training is not initiated or completed as per condition no. 5 above and report not submitted within 15 days after the training, empanelment of the training agency may be cancelled and all the due payment may be withheld & the work shall be allocated to other firms/agencies on L1 rates, by the concerned indenting officers.

17. Payment Provisions:-

a. In case of payment by DHSR through concerned District Food Authority

- i) No advance payment towards any training will be made to the empanelled training agency.
- ii) No payment will be made for the incomplete training or incomplete report.
- iii) Payments towards the training as per the prescribed terms & conditions will be made at zone-wise approved rates by the concerned Food Authority, based on



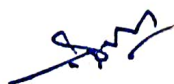
training conducted and completed as prescribed and reported accordingly, on submission of bills by the training agency.

18. Dispute Resolution: -

- i) All the disputes concerning this EOI shall be resolved through mutual discussion between the concerned food authority and empanelled Training Agency, in case of failing to resolve at this level the matter may be referred to DHSR.
- ii) All disputes not resolved mutually, concerning this EOI or interpretation of any clause of EOI, shall be subject to the Civil jurisdiction of courts in the Municipal Limits of Shimla Town (H.P.).

Documents to be submitted:

1. Quotation as per (*Form-A*).
2. Empanelled Certificate from FSSAI.
3. Letter of Undertaking (*Form-B*)



(A) Roles & Responsibilities of Training Agency:-

Training partners are the driving force of FoSTaC programme. The entire ecosystem of FoSTaC has been built on the ideology of partnership where every contributor will mutually have benefitted from this initiative. Hence, it has become a self-sustaining model of training stimulating a culture of self-compliance around food safety.

At present, the trainings imparted under FoSTaC are based on Schedule 4 compliance, which can be extended to other provisions of regulations also in the interest of food business operators.

However, this will only become possible when the wide network of training partners and resources thus build, form a strong infrastructure to percolate/disseminate relevant information across the food value chain.

Therefore, understanding the role and significance of training partners is extremely important to build on the FoSTaC ecosystem. Some of main roles of training partners are mentioned below.

A. Big food businesses (central licensees and big state licensees)-

- a) Rain other smaller FBOs including FBOs they work with either upstream/downstream, contractual manufacturers and their own staff.
- b) Coordinate with other training partners and jointly organize training of petty vendors, manufacturer's etc. Embedding it into their CSR strategy.
- c) Provide trainers or resource personnel.

B. Academic and vocational Institutions:-

- a) Universities, colleges, Technical Institutions, Hotel Management Institutes and other academic Institutes of relevant sector can integrate FoSTaC Course curriculum in their existing course or offer these as specific course.
- b) Train the final year students or former students placed in various food businesses.
- c) Provide trainer and resource person
- d) Help in regionalization or translation of the training manual.
- e) Utilize the FoSTaC training for petty vendors as the project for their interns.

C. Training agencies approved by various Skill Councils and other government schemes.

- a. Integrate training programme of FoSTaC with other Government schemes. For example, where, food processing training is being provided to any individual or group under PMKVY, FoSTaC training can also be combined and conducted in one go.

D. Industry Associations, Scientific and Technology Associations.

- a. Create awareness around FoSTaC programme.
- b. Aggregate participants or member industries.
- c. Coordinate with other training partner and conduct training.
- d. Provide trainers and resource person.
- e. Other training or audit agencies



E. Other training or audit agencies

- a) Train their own clients.
- b) Provide resources

B. Training Duration :-

Sr.No.	Name of training course under FoSTaC programme	Prescribed Course Duration (hrs.)
1	FSS Course for Street food Vendors	4
2	Four Basic Courses other than Street Food Vendors	4
3	Four Advanced Courses	8
4	Nine special courses other than Milk and Milk products	8
5	Special Course on Milk and Milk products	12

Annexure-II

A. Educational Specifications:-

Criteria	Basic Level	Advanced Level	Special Level
Education qualification	Minimum graduate science/food technology/food science/chemistry/biology/microbiology related subjects, other or For graduates in other field, minimum 5 years of experience in relevant food industry (Catering Manufacturing, Retail etc.) required.	Minimum graduate in science/food technology/food science/chemistry/biology/microbiology related subjects. or other For graduate in other field, minimum 7 years of work and implementation experience in relevant food industry (Catering, Manufacturing, Retail etc.) required.	Minimum graduate science/food technology/food in science/chemistry/biology/microbiology related subjects. or other For graduate in other field, minimum 7 years of work and implementation experience in a particular sector of the industry (Meat, Fish, Milk etc.) required.
Training Experience as trainer and implementation experience	Minimum 3 years training experience on food safety and hygiene including FSMS, HACCP and other similar food safety systems in the relevant food industry.	Minimum 5 years training experience on food safety and hygiene including FSMS, HACCP and other similar food safety systems industry.	Minimum 5 years training and implementation experience on food safety and systems regulations in the particular sector of the industry.
General training received	Knowledge of FSS Rules & Regulations.	Knowledge of FSS Rules & Regulations.	Knowledge of FSS Rules & Regulations.
Skills	Should have communication good and motivational skill. Shall be available for training at least 20 days in a year.	Should have communication good and motivational skill, Shall be available for training at least 20 days in a ye	Should have communication good and motivational skill, Shall be available for training at least 20 days in a ye

FORM-A**QUOTATION**

Name and address of the Training Agency:.....

Sr. No .	Name of training course under FoSTaC programme	Maximum prescribed. Participant Limit (Nos.)	Prescribe d Course Duration (hrs.)	Per Participant Quoted Rate (Rs.) (inclusive of GST)		
				[5]		
[1]	[2]	[3]	[4]	Zone-I	Zone-II	Zone-II
1	FSS Course for Street food Vendors	50	4			
2	Basic Courses other than Street Food Vendors	40	4			
3	Advanced Courses	40	8			
4	Special courses other than Milk and Milk products	40	8			
5	Special Course on Milk and Milk products	40	12			



FORM-B

LETTER OF UNDERTAKING

(To be given on Audit Agency Letter Head Pad)

To

Director Health Safety and Regulation,
Red Cross Building, Ground Floor,
Chotta Shimla-171 002 HP

Sub: Letter of Undertaking and Acceptance of Terms & Conditions of EOI.

Madam/Sir,

I/We hereby undertake that:-

I/We have read and understood the EOI document and instructions mentioned therein and I/We shall abide hereby by the terms/conditions/clauses and am/are fully aware of the nature of the services to be provided and my/our offer for supplying the services is in accordance with the requirements at the zone-wise rates quoted.

I/We will follow the complete criteria's as described in the training manual/SOPs of FSSAI for the training of Food Business Operators.

Our team is familiar with the applicable legal regulations, certification procedures and certification requirements;

Our team has thorough knowledge of the relevant assessment method and assessment documents;

Our team has appropriate technical knowledge of the specific activities for which certification is sought and, where relevant, with associated procedures and their potential for failure (Technical experts who are not auditors may fulfill this function).

Our team has sufficient understanding to make a reliable assessment of the competence of the organization to provide products, processes or services in its certified scope;

I/We shall be free from any interest that might cause team members to act in other than a impartial or non-discriminatory manner, for example: providing of consulting services, training etc. to the organization. As per agreement with the audit team members it is mandatory to inform its auditing agency, prior to the assessment, about any perceived conflict of interest.

I/We further convey our unconditional acceptance to all your standard terms and conditions specified in the EOI/Corrigendum(s) and the instructions.

All the EOI documents are duly filled in and signed by me/us with stamp/seal.

Yours faithfully,

(_____)

Name & Designation

Signature of Authorized Signatory with stamp

Aadhar No. _____, Date & Place _____