

Scope of Work
USAID Economic Security Program
Call for interested HORECA Industry Representatives to Introduce HACCP Standards

1. PROJECT BACKGROUND:

The purpose of the USAID Economic Security Program (the Program) in Georgia, implemented by DAI, is to accelerate creation of high(er) value jobs, generation of investment and increased incomes and revenues of micro, small, and medium enterprise (MSME) in sectors such as, tourism, light manufacturing, shared intellectual services, solid waste management and creative industries. Within these sectors, the program focuses on the following value chains: gastronomic, adventure and culture tourism; business process outsourcing (BPO); packaging and furniture manufacturing, toys, Personal Protection Equipment (PPE), construction materials; and production media, post-production, and high-end artisan products. The Program is committed to diversity in its policies, initiatives, and relationships with partners and stakeholders, as well as in its efforts to build, maintain, and promote a culture of equity and inclusion.

While employing holistic approach to support tourism sector development in Georgia, the USAID Economic Security Program facilitates competitiveness improvement of tourism industry actors through offering and implementing diverse organizational, technical and workforce capacity enhancement programs. The Program support activities involve assistance to tourism industry MSMEs in awareness raising as well as introduction and implementation of quality and safety, including the food safety management standards and systems within business operations.

2. PURPOSE:

Government of Georgia (GoG) has made intensive efforts for approximation of Georgian legislative framework with EU and international standards in terms of introduction and establishment of solid food safety system in the country. This includes GoG's Resolution No. 409 of August 26, 2019, which imposes an obligation on business operators, engaged in food production/processing in retail outlets, including hotel, restaurant, and café (HORECA) industry, to introduce Hazard Analysis and Critical Control Point (HACCP) standard into their operations and become HACCP-certified by June 1, 2021.

To support the HORECA industry MSMEs in meeting the regulatory requirements with regard to introduction of HACCP standards, the USAID Economic Security Program, in partnership with the USAID Agriculture Program, designed a comprehensive Technical Assistance (TA) program, which along with other interventions, entails delivery of HACCP Certification Consultancy for five (5) HORECA Industry Representatives. **Within the framework of the partnership, the USAID Economic Security Program shall support three (3) HORECA business operators, based in Adjara (1), Samegrelo (1), and Samtskhe-Javakheti (1) to introduce food safety management systems culminating in HACCP certification.** The USAID Agriculture Program will provide the similar support to two (2) HORECA representatives, one from Imereti, one from Kakheti region.

The purpose of the activity is to solicit applications from HORECA business operators (hotels, restaurants, cafes), based in Samegrelo, Adjara and Samtskhe-Javakheti regions, committed to introduce HACCP standards into their business operations. The USAID Economic Security Program shall cover the consultancy cost related to supporting the HORECA business in introduction of HACCP standards.

While selecting the MSMEs for provision of technical assistance, the USAID Economic Security Program will give advantage to those businesses, who will demonstrate strong interest in obtaining HACCP certification as a follow-on action to HACCP standard implementation.

With a view to providing a technical assistance, the Program shall select the HORECA business operators on a competitive bases, adherent to pre-defined criteria listed below:

- Commitment to undertake the necessary business operation as well as infrastructure-related improvements to comply with HACCP requirements
- Assignment of necessary staff to supervise HACCP certification process
- Use more than 50% of locally grown and produced food products
- Participate in the training program on HACCP standards, organized and delivered by USAID Agriculture Program and USAID Economic Security Program
- Operate in Adjara, Samegrelo, and Samtskhe-Javakheti regions and serve as pilot venues for participants of the training program; and

NOTE: International brands and local hotel/restaurant chains are not eligible for this assistance. Short-listed candidates will be visited for a final decision

3. SUBMISSION DETAILS:

- All questions regarding this call must be submitted via email: GESPPProcurement@dai.com **no later than March 29, 2021, before 18:30 Georgia Standard Time (GMT +4).**
- Questions will be compiled and answered in writing. Question and Answer sheet will be available publicly and be distributed to all interested parties via email within 2 working days of the deadline.
- In order to participate, interested business operators shall submit the requested information: Annex 1 and Annex 2 **by April 1, 2021 before 18:30 Georgian Standard Time(GMT +4)** to GESPPProcurementInbox@dai.com.
- *Please indicate "HORECA Industry Representative – Name of the Region" in the subject line of your email.*
- *Please submit the application on official letterhead or official format.*

ANNEX 1: Cover Letter

1. A brief description of the company approaches and plans with regard to implementing HACCP standards; the description should demonstrate:
 - commitment to undertake all business operation as well as infrastructure-related improvements to comply with HACCP requirements, and
 - strong inclination of the company to proceed with obtaining the HACCP certification as a follow-on action to introduction of HACCP standards
2. Design drawings of the kitchen and the auxiliary space of the restaurant/café
3. 4-5 photos of the kitchen, the restaruatnt/café, and the auxiliary space

ANNEX 2: Questionnaire:

Name of the company		
Legal and mailing address		
Date of establishment		
Contact person		
Contact information		
Please indicate the business category	<input type="checkbox"/> Hotel <input type="checkbox"/> Restaurant <input type="checkbox"/> Café	
Number of employees (woman, man)	Woman: Man:	
Number of customers the restaurant / Café can serve at a time		
Please indicate the kitchen space including the washing space (m ²)		
Restaurant/ cafe (m ²)		
Do you have separate space for washing and product processing?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Do you produce confectionary?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Please indicate date when you have carried out the kitchen re-equipment	(date/month/year)	
Please indicate the percentage (%) of the purchased products produced /grown locally		
Please indicate where and how do you purchase products		
Please indicate the number of local suppliers you have contracts with		
Please list down at list 5 local suppliers	Individual / farmer 1. 2. 3. 4. 5.	Legal person/company 1. 2. 3. 4. 5.
Please indicate an average value of the monthly purchased product from each of the suppliers (in GEL)		
Are you interested only in introduction of HACCP, or in obtaining the HACCP certificate as well?		



By submitting this application, we express our interest and commitment to undertake all business operation as well as infrastructure-related improvements to comply with HACCP requirements.

We understand that DAI is not bound to accept any application it receives.

Authorized Signature:

Name and Title of Signatory:

Name of Entity:

Entity ID number:

Address:

Telephone:

Email:

Company Seal/Stamp: