



SPECIFICATION

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<b>Specification Reference</b>
FS430651
<b>Specification Title</b>
<i>Behaviours in Kitchens (Kitchen Life 2)</i>
<b>Contract Duration</b>
3 Years

This specification, which forms part of the Invitation to Tender (ITT), comprises of three individual sections: -

- A. **SPECC7f1 0 0 1 102.02 502.03 Tm0 G( )JTJETQq0.00000887 0 59.2 84.2 remq0.00000887**





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final project report. Where data are included in the final report in pdf format, they should also be published separately in a format that can be used for further analysis. Large data sets can be provided separately in an annex to the report, and published, where possible, alongside the final report online. Where it is more appropriate to publish underpinning data in an existing database, archive, repository or other community resource, or for data to be saved in a specialist proprietary format, information will be provided on how the data can be accessed. There will be some circumstances where release of data may need to be restricted or anonymised for reasons of commercial and/or personal sensitivities.

### A. THE SPECIFICATION

#### Background

We are interested in commissioning a new study to understand food hygiene practices in domestic and catering kitchens in England, Northern Ireland, and Wales to better inform our risk assessment, management and communication and our broader policy.

In 2013 the FSA worked with the University of Hertfordshire on a study – Kitchen Life – which sought to investigate, document, analyse and interpret domestic kitchen practices. The study was intended to generate insights about what goes on and why in UK domestic kitchens to inform our thinking about ho(gH(s t)-3(o)-3( in)6(fo)-5(rm)-3( )8(o)-3(u)-3

# Schedule 2

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- b. **recommendations** for behavioural interventions to improve food hygiene practices and ways that we might pilot them

**The FSA would like to see project proposals** from expert teams who can demonstrate prior experience in proj1S3/ 0 595.3(a66(o)-31(ro)9(in )sih)-3(s)104(o43(te)-1(e)-3scop



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that one of the key criteria that all research proposals are evaluated against is 'value for money' which is delivering the research asked for in the research requirement (including the anticipated outputs and benefits) at a competitive price'





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well as minimising waste and protecting the natural environment during the course of fieldwork and dissemination.

Quality –

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On successfully submitting your tender you should see a popup box appear on the screen indicating that your tender has been successfully submitted. In addition you will receive an automatic email from ECMS with a reference code.

### C. EVALUATION OF TENDERS

The Tenderers Application consists of the:

- Technical envelope (80% of overall value), in which applicants should detail the approach, the work plan and their ability to undertake the work, and
- Commercial envelope (20% of overall value), in which applicants should outline all costs to conduct the proposed work, and
- Any other relevant supporting information

Tenders will be evaluated by FSA internal appraisers and external experts using a numerical system. The table below shows the weightings that have been allocated to each section of the application form and these will be used by the appraisers:

TABLE 2. EVALUATION CRITERIA FOR SELECTION OF SUCCESSFUL TENDERER	
CRITERIA	PERCENTAGE WEIGHTINGS
TECHNICAL CRITERIA – <b>80% overall Value</b>	Made up of
1. Tender summary and objectives and the approach/scope of work, including innovation	30%
2. The plan and deliverables	10%
3. Organisational experience, expertise and staff effort	15%
4. Project management	10%
5. Risk management	5%
6. Quality management, ethics, data protection, dissemination and sustainability	10%
COMMERCIAL CRITERIA – <b>20% overall value</b>	20%

### ***The Technical Envelope***

The Technical envelope is split in to 7 sections for evaluation. Guidance on how to complete each section is provided within the actual application form.

## Schedule 2

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100	There is full justification for the costs and the overall resources are appropriate. The tender is the best value for money for the work proposed to meet the specific evidence requirement advertised
80	There is some justification for the costs and the overall resources requested. The tender is reasonable value for money for the work proposed to meet the specific evidence requirement advertised.
60	Limited rational is given for the resources requested and/or the tender does not offer very good value for money, but is not poor value
30	The tender is relatively poor value for money with little/no justification for costs or resources requested.
0	The tender costs are not sts are not sts ars8