

10 February 2010

**Open Call for tender Technical
For
Two Project leaders**

For the development of standardised methods for the analysis of heavy metals in food.

1. Background

Standardization mandate M/422/rev1 in *the field of methods of analysis for heavy metals and iodine in food* was issued by the European Commission in the framework of the Regulation (EC 882/2004) *on official controls performed to ensure the verification of compliance with feed and food law, animal health and animal welfare rules*. This Regulation provides that sampling and analysis methods used in the context of official controls shall comply with relevant Community rules or if no such rules exist, with internationally recognised rules or protocols, for example those than CEN has accepted.

Currently M/422 rev1 is submitted to the approval procedure in CEN until 1st March 2010.

The establishment of standardized methods of analysis is of utmost importance to guarantee a uniform application and control of the European legislation in all Member States. Standardized methods of analysis are an indispensable element in guaranteeing a high level of food and feed safety.

The analytical methods to be developed will be used for performing the required controls (Article 11 of the Regulation).

2. Objective

Publication of the following standardized methods for analysis of heavy metals in food:

- Determination of inorganic arsenic in food (must include food of plan origin and food of marine origin)
- Determination of methylmercury in food of marine origin

3. Execution

The execution of the mandate will be split in two projects. For each project a project leader has to be appointed for technical work. The institutes for standardisation in Sweden (SIS) and Germany (DIN) will take care of the procedural work. DIN will sign contracts with the project leaders and SIS will administrate the technical process.

3.1 Tasks of the project leader

The project leaders will be responsible for the management of their projects. The execution of the projects involves the following:

- monitor the literature, evaluation and validation studies;
- inform CEN/TC 275/WG 10, *Elements and their chemical species*, of the progress of the projects;
- discuss results of the work within CEN/TC 275/WG 10;
- preparation of interim and final reports to be submitted to the Commission;

- preparation of the draft European Standard (the draft must be approved by CEN/TC 275/WG 10 after which the formal CEN-procedure will start);
- evaluation of technical comments given during meetings of CEN/TC 275/WG 10 or CEN/TC 275 *Food analysis - Horizontal methods* and given during the enquiry stage of the draft European Standard.
- the project leaders will be subcontractors of DIN;

A specification per project for the project leader is given in the Annex.

The projects shall be finalized within a total time of five years, from the signing of the contract.

4. Financial support

The assignment of the task and execution of the work (method development, validation and standardization) will be dependent upon European Commission/EFTA funding.

The project leader's and subcontractor's costs shall be justified with copies of the relevant invoices. All relevant evidence shall be kept in view of future payments (reports on test, work, drafts and deliverables, contracts & invoices, tickets, boarding cards, hotel invoices, attendance lists with signatures, meeting agendas & reports, invoices (consumables, etc.), purchase orders etc...)

The financial support from the European Commission and EFTA is based on the Framework Partnership Agreement 2009 (FPA). The subcontractors shall fulfil the conditions of the FPA (liability, ownership of results, confidentiality...)

The contracts with the selected project leaders will be signed following:

- The acceptance of M/422 Rev1 by CEN;
- The signature of the contract with EC/EFTA

Costs incurred before the contract is signed will not be reimbursed.

5. Criteria for selection of project leaders

The selection of the technical project leader will be made on the basis of the following criteria:

- practical technical project experience for the specific work item;
- experience within European or international standardization work;
- submission of clear deliverables at specified dates and detailed cost estimation;
- experience in organisation of collaborative studies.
- ability to supply with deliverables at specified target dates
- English language skills

6. Eligibility criteria

The following candidates will be excluded:

- a candidate who was the subject of a non-likely judgment of recourse for a professional infringement
- a candidate who is in an irregular tax situation or in an irregular special taxation situation
- a candidate who provides incomplete or erroneous information.

7. Replies to tender

Tenders can be sent (by mail or e-mail) to the secretary of CEN/TC 275/WG 10 *Elements and their chemical species* Ms. Lorena Olivares (lorena.olivares@sis.se), as soon as possible and at the latest by **04 April 2010**. The tender shall be in English and contain:

- a Curriculum Vitae, demonstrating the necessary expertise;

- a specified breakdown of the tasks;
- a table with detailed information on the costs and travel expenses;
- a planning with the execution of the tasks;
- a signed declaration, by which the candidate certifies not to be in one of the situations as described in point 6 and that all the joined documents are veracious and in conformity with the reality.

The selection and appointment of the project leader will be conducted by a selection panel composed by Mr Lars Jorhem (CEN/TC 275/WG 10 Convenor), Mr Peter Fecher(CEN/TC 275/WG 10 member), Mrs Maria Beatriz de la Calle(CEN/TC 275/WG 10 member), Mrs Carola Seiler (CEN/TC 275 Secretary) and Mrs Lorena Olivares (CEN/TC 275/WG 10 Secretary). The selection process will follow guidances stated in CEN/CENELEC Guide 16, *Request for EC-financial support – Guidance to the secretariat/convenorship of the responsible technical body*.

If required additional information can be obtained from the convenor of CEN/TC 275/WG 10, Mr Lars Jorhem (phone: + 46 18 175673, e-mail: lars.jorhem@slv.se) or the secretary of CEN/TC 275/WG 10, Mrs Lorena Olivares (phone: + 46 8 555 520 68, e-mail:lorena.olivares@sis.se)

CEN/TC 275/WG 10 – Food Analysis – Horizontal methods - Elements and their chemical species

Secretariat: Swedish Standards Institute (SIS)
SE-118 80 Stockholm
Sweden

ANNEX – Tender project leaders

Specification per work item

1. Determination of inorganic arsenic in food of marine and plant origin

Relation to the mandate M/422/rev 1

This project shall cover item 5 of the mandate.

WI number CEN/TC 275

00275XXX - The item has not yet been included in the work program of CEN/TC 275.

Title

Foodstuffs – Determination of elements and their chemical species - Determination of inorganic arsenic in food of marine and plant origin

Scope

The document will specify a procedure for the determination of inorganic arsenic in food of both marine and plant origin. The amount of inorganic arsenic is considered to be that part determined by the procedure described in the document.

Starting document

No document available

Tasks of the project leader

The project leader will be responsible for the management of this project. The execution of the project involves the following:

- monitor the literature, evaluation and validation studies;
- inform CEN/TC 275/WG 10, *Elements and their chemical species*, of the progress of the project;
- discuss results of the work within CEN/TC 275/WG 10;
- preparation of interim and final reports to be submitted to the Commission;
- preparation of the draft European Standard (the draft must be approved by CEN/TC 275/WG 10 after which the formal CEN-procedure will start);
- evaluation of technical comments given during meetings of CEN/TC 275/WG 10 or CEN/TC 275 and given during the enquiry stage of the draft European Standard.
- the project leaders will be subcontractors of DIN;

Deliverables

- A draft European Standard, *Foodstuffs – Determination of elements and their chemical species - Determination of inorganic arsenic in food of marine and plant origin* (the draft must be approved by CEN/TC 275/WG 10 after which the formal CEN-procedure will start)

Target dates

Signature of the contract	T0
Collaborative study	T0+12 months
Collaborative study report	T0+18 months
Approval of draft standard by WG 10 and CEN/TC 275 (including registration in CEN-system)	T0+25 months
Dispatch of draft for CEN enquiry	T0+37 months
Dispatch of draft for Formal Vote	T0+49 months
EN is available	T0+57 months

2. Determination of methylmercury in food of marine origin

Relation to the mandate M/422/rev 1

This project shall cover item 6 of the mandate.

WI number CEN/TC 275

00275XXX - The item has not yet been included in the work program of CEN/TC 275.

Title

Foodstuffs – Determination of elements and their chemical species - Determination of methylmercury in food of marine origin

Scope

The document will specify a procedure for the determination of methylmercury in food of marine origin. The amount of methylmercury is considered to be that part determined by the procedure described in the document.

Starting document

No document available

Tasks of the project leader

The project leaders will be responsible for the management of this project. The execution of the project involves the following:

- monitor the literature, evaluation and validation studies;
- inform CEN/TC 275/WG 10, *Elements and their chemical species*, of the progress of the projects;
- discuss results of the work within CEN/TC 275/WG 10;
- preparation of interim and final reports to be submitted to the Commission;
- preparation of the draft European Standard (the draft must be approved by CEN/TC 275/WG 10 after which the formal CEN-procedure will start);
- evaluation of technical comments given during meetings of CEN/TC 275/WG 10 or CEN/TC 275 and given during the enquiry stage of the draft European Standard.
- the project leaders will be subcontractors of DIN;

Deliverables

- A draft European Standard, *Foodstuffs – Determination of elements and their chemical species - Determination of methylmercury in food of marine origin* (the draft must be approved by CEN/TC 275/WG 10 after which the formal CEN-procedure will start)

Target dates

Signature of the contract	T0
Collaborative study	T0+12 months
Collaborative study report	T0+18 months
Approval of draft standard by WG 10 and CEN/TC 275 (including registration in CEN-system)	T0+25 months
Dispatch of draft for CEN enquiry	T0+37 months
Dispatch of draft for Formal Vote	T0+49 months
EN is available	T0+57 months