



## **Request for Proposals Northeast Shellfish Regulatory Research**

Food Export USA – Northeast (Food Export – Northeast) is a not-for-profit export association whose primary function is to develop export markets for northeastern producers and processors of value-added food and agricultural products. Our members include state agricultural promotion agencies from ten northeastern states.

Food Export - Northeast is seeking assistance in the production of a regulatory roadmap report for the oyster industry across the coastal Northeast States (from Delaware to Maine) which will outline the health, safety and production standards in place within each state which impact the export of oysters.

The Northeast U.S. shellfish industry has grown immensely in the time since shellfish trade was last permitted with the European Union (2009) and is seeking to diversify its markets. The ban developed due to lack of agreement on equivalency in how safety is assured in the product – the U.S. tests the waters in which the shellfish is grown, while the European Union tests the shellfish meats. As the EU and US government seem close to resolution and this ban nears lifting, the Northeast U.S. industry is looking at exporting once again to Europe as well as to other potential international markets such as Hong Kong and China.

In order to aid export development, Food Export seeks a vendor to produce a report which clearly outlines the regulatory standards within the region so as to be able to communicate clearly a) with overseas trade about the safety standards in place for Northeast U.S. oysters, and also b) with Northeast U.S. suppliers about the steps, agencies involved and associated costs to export their products to Europe, Hong Kong and China. The two-part report should be in accessible language that is formatted and presented in a manner that is readily understandable by shellfish growers and easy to translate for international audience.

The report should include:

- An outline of health, safety and production standards and licenses in each state as follows: Maine, Massachusetts, Connecticut, New Hampshire, Rhode Island, New York, New Jersey and Delaware.
- Contact information for regulatory agencies in each state listed above.
- Federal food safety oversight, procedures, certifications, and interstate shipping compliance
- Known export certification requirements, documentation, and fees for the EU, China, & Hong Kong
- Identification and contact information for seafood freight forwarders best poised to handle shipments to the markets of interest and average pricing

## **Requirements**

The successful candidate must be able to cite previous regulatory experience related to aquaculture. Past experience with not-for-profit groups and international marketing will be considered favorably. The contractor should respond to the proposal with a quote for submission of a detailed research report as outlined in the scope of work. The selected professional will be responsible for providing a draft report for review by Food Export no later than July 15, 2019 with a final report submitted by July 31, 2019. The contractor must also be financially and legally capable of entering into and executing a contract for the above stated projects. In addition, please provide the following information:

1. Name of Entity (as it would appear on contract/invoices)
2. Main point of contact
3. Complete Mailing Address / Physical Office Address
4. EIN/TIN/SS number (or if an overseas entity, the equivalent tax identification number in your country)
5. Type of Structure (choose one):  
 Individual    Corporation    LLC    Partnership    Sole Proprietorship

Food Export - Northeast is not liable for any costs associated with any company's response to this RFP. Food Export - Northeast reserves the right to not award this contract if, in the opinion of the evaluators, no suitable proposal is received.

The selected contractor must agree to abide by Food Export –Midwest and Food Export – Northeast Terms and Conditions:

Food Export - Midwest and Food Export - Northeast do not discriminate on the basis of age, disability, national origin or ancestry, race, gender, religion, sexual orientation, marital status, political affiliation or military status. Persons with disabilities who require alternate means of communication of program information should contact us. Food Export - Midwest and Food Export – Northeast do not tolerate fraud in their programs or services, and expect all participants to comply with our code of ethics ([www.foodexport.org/codeofethics](http://www.foodexport.org/codeofethics)).

If you suspect any instance of fraud, please contact our Ethics Reporting Line at: [www.foodexport.ethicspoint.com](http://www.foodexport.ethicspoint.com) or 1-855-727-6715 (domestic toll-free.)

We reserve the right to deny services to any firm or individual which, in the sole opinion of Food Export – Midwest or Food Export – Northeast does not comply with MAP; FAS; Food Export – Midwest or Food Export – Northeast regulations or policies, or otherwise reflect positively on them; their members states; FAS; or USDA, in pursuit of their mission of increasing food and agricultural exports, or for continued public support for their programs. For more information please see our Terms and Conditions located at [www.foodexport.org/termsandconditions](http://www.foodexport.org/termsandconditions).

The selected contractor must agree to abide by the provisions contained in Section 202 of Executive Order 11246 (30 Federal Register 12319) with regard to employment and contracting practices. In addition, Food Export – Midwest and Food Export – Northeast require that its

contractors may not discriminate on the basis of age, disability, national origin or ancestry, race, color, religion, creed, gender, sexual orientation, marital status, political affiliation, military status or membership in the military reserve.

**The deadline for proposals is 12:00 noon ET on Friday, May 10, 2019.**

Please forward questions and/or proposals via email to:

Food Export USA - Northeast

Suzanne Milshaw, International Marketing Program Manager

Email: [smilshaw@foodexport.org](mailto:smilshaw@foodexport.org)