



Proposal and Cost Summary for Consultancy to Guide the Implementation of  
FSSC 22000:2018

JAMBAKE

Presented to

Mr. Randy Sutton.

CEO

Jam Bake

Level 9

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Kingston 5

By;

Owen Glave

CEO

Quality Circle International Limited

October 17, 2018.

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# 1.0 PROJECT SCOPE WITHIN THE STRUCTURE OF WESTERN BAKERIES

This consultancy is based on the fundamental principle that the implementation solution should not be an addition to, but should be a purpose driven integration with the functional business management system. The outcome therefore should be robust integrated management system incorporating globally accepted standards of quality for Food Safety, Defense and Food Fraud. With this in mind the implementation and maintenance framework is all based on AUTOMATION with some very unique recently developed tools by the Lead Consultant of Quality Circle Int. Limited which will be made available for the duration of this contract and any contract period which is agreed on between QCIL and Western BAKERIES. The fees applicable to use of the tools out of contract period will be market rate less 10%.

These SMART TOOLS are specifically geared to;

1. Facilitate INTERPRETATION and IMPLEMENTATION of the new Annex SL High Level Structure (HLS) Requirements and GFSI Schemes.
2. Provide SEEM-LESS ONLINE MAINTENANCE of the System.
3. Manage MONITORING and VERIFICATION Programs.
4. Conduct PROCESS and RISK BASED online AUDITING.
5. Generate real time reporting which can be viewed on WWW on any device.

Our SMART TOOLS usher in the wave of the future with implementation and maintenance of management system standards in a paperless web-based, un-biased platform. This platform, thus creates a lifelong, economic and environmentally green product which instantly repays for itself.

## 2.0 Project Mapping

- A. This Proposal is based on the new release of ISO 22000:2018 which was released in May of 2018. This means that Western Bakeries would be one of the first company in the world to be certified to this new release.
- B. There will Food Safety Team Leader and a Food Safety Team responsible for the Implementation. The Lead Consultants will interface directly with the CEO and the Food Safety Team Leader (FSTL) The support consultants will interface directly with the FSTL.
- C. There will be more than one representative from Quality Circle International Limited who will visit the Facility.
- D. Implementation of the Food Safety Management System will be in an online automated environment using SMART interactive tools developed by the lead consultant. There are 4 tools software's that will be used;
  - a. isogapauditsoftware.com
  - b. isoimplementationsoftware.com
  - c. fsscverificationsoftware.com
  - d. isoprocessaduitexperts.com
- E. As long as Quality Circle is under contract with Western Bakeries the tools are used for no fees. Once the contract period has expired Quality Circle will make the software's available for 3 months without fees as a goodwill gesture. All entry in the software are stored in the cloud. Quality Circle will not charge Western Bakeries for storage space at any time. It is the responsibility of Western Bakeries to backup all information on their own server at their chosen frequency. We utilize the highest level of controls for our domain and we are very confident of its security capabilities. However, since we do not charge for storage space we do not take responsibility for loss of information.
- F. The Gap audit software is an interactive software which will be project planner. It has a built in messenger platform to accommodate communication between Consultants and Owners of implementation task. The Tool measures the performance of each task by date due to ensure the project is implemented very efficiently.
- G. Western Bakeries will have unfettered access to the Lead Consultant through the interactive tool, emails and telephone.
- H. All communication is to be recognized and responded to within 24 hours of its transmission.
- I. The Lead Consultant (Owen Glave) will be Carbon Copied (cc) on all emails relating to the implementation exercise.
- J. Airfare tickets will be acquired at lowest available economy rate.**
- K. Consultants accommodation and meals can be substituted for Pier-Diem of US\$150/day for own accommodation is utilized to be paid at the conclusion of each visit.
- L. A Pier-Diem of US\$75 will be charged for travel days, Airport transfer and Airport Parking will be charged at cost.
- M. Mileage will be billed at US\$1/Kilo
- N. During the External Audit Exercise own Accommodation will not be utilized.
- O. Payment schedule will be implemented in 4 segments listed below. This schedule is adopted on a performance basis instead of a daily rate to give the company confidence that we partner with you to ensure certification. Payment in Segment 2 will be determined after signing of the contract and will be monitored by the Gap Audit implementation software. If there are inefficiencies

of any task exceeding 35% the company will be billed for payment at \$1000 per day but the total cost will not exceed 40% outlined in Segment 2.

1. 25% on signing the contract.
2. 40% over the implementation period prior to stage 1 audit.
3. 25% after successful stage 1 audit.
4. 10% after successful certification.

**3.0 PROPOSAL SUMMARY**

**Client:** JamBake Company Limited

**Contact:** Mr. Randy Sutton.

**Cost Proposal:** To Provide Consultancy for implementing FSSC 22000:2018

<b>TOTAL COST</b>	<b>\$250,190</b>
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**Cost Summary** is attached.

Expenses: **The cost above is for professional fees only all expenses incurred on the assignment will be billed at cost.**

**Airfare tickets will be acquired at lowest available economy rate. All non-expense fees will attract GCT.**

On behalf of **JamBake Company Limited**, I agree to the services set out in this proposal and agree to the Terms and Conditions contained

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**Quality Circle International Limited**

**Owen Glave**

**CEO**

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**WESTERN BAKERIES Company**

**Mr. Randy Sutton**

**CEO**



#### **4.0 Agreement between Quality Circle International Limited and JamBake Company Limited**

**Confidentiality**– Except as required by law, a legal or judicial process Quality Circle International will treat as strictly confidential and will not disclose to any third party any information which its representative may come in possession of.

**Billing and Payment**- JamBake will be invoiced at the completion of each SEGMENT as outlined in Section 2.

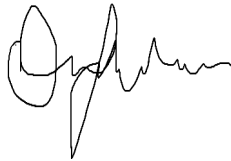
**Indemnity** – the Company shall indemnify and save harmless Quality Circle International Limited against all cost, losses, damages, proceeding, claims, actions and demands (collectively referred to as “claims”) to the limit of this contract arising from: (a) any matter related to or arising out of the services provided by Quality Circle International Limited to the extent that such claims are determined to have resulted from the intentional misconduct of Quality Circle International Limited or (b) any breach of this agreement by the Company.

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**Logo** – The Quality Circle Company Limited Logo is to be featured on JamBake promotional materials where the Certification Body and FSSC Logos are used.. Quality Circle Int. Ltd can reciprocally utilize the logo of JamBake on its promotion.





A handwritten signature in black ink, appearing to read 'Owen Glave'. The signature is fluid and cursive, with a large initial 'O' and a trailing flourish.

Owen Glave

2018-10-18 07:32:28

A handwritten signature in black ink, appearing to read 'Frank Jones'. The signature is more angular and blocky than the one to its left, with a prominent 'F' and 'J'.

Frank Jones

2018-10-18 07:44:55