

Ministry of Human Rights Government of Pakistan



MINISTRY OF HUMAN RIGHTS

EXPRESSION OF INTEREST FOR HIRING OF CONSULTANT FIRM(S) THROUGH EPADS

1. The Ministry of Human Rights invites expression of interest through EPADS (e-Pakistan Acquisition & Disposal System) as prescribed in e-PAK Procurement Regulations 2023, Public Procurement Regulatory Authority Rules 2004 read with Procurement of Consultancy Services Regulations, 2010 from Consultancy Firms registered with Securities and Exchange Commission of Pakistan (SECP) or Registrar of Firms and registered with sale/income tax departments for carrying assigned task at Quality & Cost Based Selection Method:
2. The Assignment is as follows: -
Hiring of a Consultant Firm for Obtaining ISO 9001:2015 Certification for Ministry of Human Rights
3. The selected consultant firm will be responsible for:
 - i. Conducting a gap analysis of the Ministry's current practices against ISO 9001 standards.
 - ii. Designing and implementing a QMS aligned with **ISO 9001:2015** standards.
 - iii. Developing necessary documentation, including organogram, wing-wise functions, Job Descriptions, Quality objectives, SOPs, Quality policy, Client survey, risk assessment of internal and external clients and mitigation measures, quality manuals, and work instructions.
 - iv. Conducting training and capacity building for relevant Ministry staff.
 - v. Conducting internal audits and assisting in corrective actions.
 - vi. Preparing the Ministry for the external audit and certification process.
 - vii. Liaising with the certification body until certification is obtained.

4. Have a minimum of five (5) years' experience in providing ISO consultancy services and Demonstrate successful completion of at least one (1) ISO 9001 certifications for public sector or governmental organizations.
5. All the Bids must be submitted through EPADS, bids submitted by any method other than EPADS shall be rejected as per e-Pak Procurement Regulations 2023.
6. The last date of submission of complete Request For Proposal (RFP) document is 15 days after date of publication at EPADS.
7. This advertisement is available at PPRA's Website www.ppra.prg.pk and Ministry of Human Rights Website www.mohr.gov.pk

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