



UNIVERSITY OF HEALTH SCIENCES LAHORE

Khayaban-e-Jamia Punjab, Lahore 545600, Pakistan

CONSULTANCY FIRM REQUIRED

The University of Health Sciences, Lahore (UHS) requires hiring of Consultancy Firm for a short-term consultancy for a period of Six Weeks under clause 46 of PPRA 2014 (Amended).

The Terms of Reference are as follows:

The University of Health Sciences required the services of short-term Consulting Firm for Project for achievement of quality management system (QMS) ISO 9001 certification.

Objective:

University of Health Sciences (UHS), Lahore requires the services of a qualified Consulting Firm under PPRA Rules, 2014 (Amended) for the following purposes:

Scope of Assignment:

- ISO 9001:2015 Consulting and Training services for Achievement of Certification of University of Health Sciences Clinical Laboratory Services
- Support services and handling during Certification Audits

PHASE	PHASE TITLE	DELIVERABLES
1.	Gap Analysis	Gap Analysis Presentation
2.	System Development	QMS Documents as per ISO 9001 requirements
3.	Implementation and Audits	Internal Audit Report Corrective Action Plan
4.	Certification Support	Certification Achievement

The Consulting Firm is expected to complete the assignment in **Six Weeks** approximately.

Consultant Methodology

Process Reviews: Review of existing processes in light of requirements of ISO 9001

Documentation: QMS Documentation will be developed based on our experience with similar assignments and client's input. These will be based on ISO 9001:2015 requirements

Implementation: The documented system will be incorporated in daily operation and records will be generated e.g. SWOT&PEST Analysis, Quality Risk & Opportunities, Objective setting etc.

Team Engagement Sessions: Regular onsite as well as online sessions to engage the teams.

Trainings: Trainings of staff involved on ISO 9001 key subjects.

Certification Audit Support: Consulting Firm will provide complete support through Certification Audit

Internal Audit: This ensures QMS reliability and readiness for Certification Audit, Consulting Firm will be performing thorough audit.

Consultant Roles:

- Ensure compliance with ISO 9001 requirements
- Ensure timely availability of Consultant(s)
- Ensure that project timeline is met (as per our deliverables)
- Ensure complete documentation of ISO 9001 Procedures and designing of required templates
- Ensure preparation of client team for Certification Audit
- Payment of fee for Certificate of Audit for the year 2025

Duration of Contract:

The duration of the contract is of Six Weeks. However, the contract can be terminated any time with one month notice by Competent Authority. Similarly, Consulting Firm can also request extension in timeline to the Competent Authority; however the approval is up to the authority.

Duty Station:

Laboratories of University of Health Sciences, Lahore and Kala Shah Kaku (Both Campuses).

Consulting Firm Eligibility Criteria:

- Legally registered firm (With Chambers of Commerce, PRA and FBR)
- At least 10 years' experience in ISO Consulting assignment (preferably ISO 9001 assignments)
- Have experience with Government Projects (at least one project)
- Have experience of ISO 9001 assignments (at least 3 projects)
- The firms fulfilling the above criteria may send their applications with detailed documents by 31st of March, 2025 at the following address mentioned below
- The financial proposals should be submitted separately in a sealed envelope

REGISTRAR
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