

REF: GMCM/Pre-Qualification/CertificationBodies/2022/02

M/S: \_\_\_\_\_

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**SUB: Pre-qualification of Certification Bodies for Renewal/Re-certification PIA's different Departments, for period of next three years (2022-2024) on ISO9001 Quality Management System (QMS), ISO45001, HACCP and ISO22000 Food Safety Management System Standard.**

**Dear Sir / Madam,**

We are pleased to invite your sealed tenders for the items /services mentioned above . In case of more than one schedule, a separate tender for each schedule should be furnished. The terms and conditions of the tender / services are given below;

**A) SUBMISSION OF TENDER**

1. You are required to send your tenders addressed to General Manager Contract Management, PIA Supply Chain Management, JIAP Karachi latest by **04-04-2022 (10:30 Hrs PST)**. The tender may be dropped in the tender box marked as "**Tender Box Commercial Purchases**" placed at the entrance of the PIACL Supply Chain Management Building latest by **10:30 hours (PST)** on the specified date. You may also send your tender through registered A/D mail addressed to General Manager Contract Management, which must reach before the closing date and time mentioned above. Tenders will be opened at **11:00 hours (PST)** the same day in the presence of tenders.

2. Proposals received after stipulated date and time shall not be considered. The Corporation will not be responsible for postal delays. The decision of GM Contract Management in this respect shall be final and binding.

3. **Bidders are required to submit a Pay Order of Rs. 10,000/- (Non-Refundable) as tender fees along with Technical Proposal (Local Bidders).**

Tenders / Proposals received shall be evaluated in accordance with the given criteria/ requirements.

Mention clearly Tender Reference on **TOP RIGHT CORNER OF PROPERLY SEALED ENVELOPE, BEARING COMPANY'S STAMP**

**B) Duration of Pre-Qualification**

Pre-Qualification period shall be for Three (03) years.

Yours truly,

**Iftikhar M. Usmani**  
**GM Contract Management**  
**Supply Chain Management**  
**PIA Head Office, Karachi.**  
**Ph: 021 9904 3158, 9904 4216**  
**Email: gm.cm@piac.aero,**  
**contract.tech@piac.aero**

## **PRE-QUALIFICATION DOCUMENTS**

### **FOR**

**Renewal/Re-certification PIA's different Departments, for the period of next three years (2022-2025) on ISO 9001 Quality Management System (QMS), ISO45001, HACCP and ISO22000 Food Safety Management System Standard.**

Pakistan International Airlines (PIACL), invites “sealed bids” from interested parties for Pre-qualification of Pakistan National Accreditation Council (PNAC) accredited Certification Bodies, for Renewal/Re-certification PIA’s different Departments, for the period of next three (03) years (2022-2025) on ISO9001 Quality Management System (QMS), ISO45001, HACCP and ISO22000 Food Safety Management System Standard.

For information, currently PIACL intends to re-certify/maintain/integrate respective management system certifications of the following departments/divisions:

1. **Airport Services Department (PHS & RSD)** - Locations include Karachi, Islamabad, Lahore, Peshawar, Multan and Quetta. ISO 9001 & 45001.
2. **Commercial Department (including cargo)**- Locations include Dubai, Karachi, Islamabad, Rawalpindi, Lahore, Peshawar, and Faisalabad. ISO 9001 and 45001
3. **PIA Training Centre**- Locations include Karachi, Islamabad, and Lahore. ISO9001
4. **Flight Services Department**- Locations include Karachi, Islamabad, Lahore and Peshawar ISO 9001 & 45001
5. **Supply Chain Management Department** - Locations include Karachi, Islamabad, Lahore. ISO9001
6. **PIA Medical Services**- Locations include Karachi- ISO 9001
7. **PIA Flight Kitchen** Locations include Karachi for FSMS ISO 22000, HACCP & ISO 45001
8. **Engineering & Maintenance Department** Locations include Karachi for ISO 45001

The Proposal for seeking Pre-Qualified Certification Body for PIACL, must submit the following information, in separate sections segregated in file/tagged by the following table’s serial number in accordance with the following minimum information and will be evaluated based on the following provided information.

Sr.	Evaluation Criteria for Pre-Qualification of Certification Bodies.	Point & Corresponding Weighted Score					Highest Weighted Score	
1	Company Profile (SECP registration certificate, Company History, Financial Back ground/Health/Turn Over and Contact Details along with addresses of registered Head Office and Regional Offices in Pakistan).	Company’s Operational Auditing Experience <sup>1</sup> In years	1	2	3-4	5-9	10	20
	<sup>1</sup> Note: Certification Body’s Operational Auditing Experience in years, with effect from incorporation in Pakistan.	Point Score	1	2	3	4	5	
		Weighted Score	12	14	16	18	20	
		Max 5 points						

2	<p>Accreditation with <u>PNAC(Mandatory)</u>, UKAS and with any other renowned intentional accreditation body, with respect ISO 9001, ISO45001, HACCP and 22000 FSMS for conducting respective certification and surveillance audits.</p>	<p>Max 5 points</p> <table border="1"> <tr> <td>Accredited by Number of Bodies inclusive of PNAC</td> <td>1*</td> <td>2</td> <td colspan="3">3 or more</td> </tr> <tr> <td>Point Score</td> <td>3</td> <td>4</td> <td colspan="3">5</td> </tr> <tr> <td>Weighted Score</td> <td>16</td> <td>18</td> <td colspan="3">20</td> </tr> </table>					Accredited by Number of Bodies inclusive of PNAC	1*	2	3 or more			Point Score	3	4	5			Weighted Score	16	18	20			20					
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3	<p>Auditors** above 35 years of age or more per required standard(s) having at-least 50 man-days audit experience. (please also mention number of such auditors per city-base location): Please follow template given below:</p> <table border="1"> <tr> <td>Audit or Name &amp; Academic Qualifications</td> <td>Date</td> <td>Capability/LA for which standards</td> <td>Total man-day audit experience till 30-Mar-2022</td> <td>Base City</td> </tr> </table>	Audit or Name & Academic Qualifications	Date	Capability/LA for which standards	Total man-day audit experience till 30-Mar-2022	Base City	<table border="1"> <tr> <td>Total Number of Auditors of age 35 years or more</td> <td>1-3</td> <td>4-7</td> <td>8-10</td> <td>11-12</td> <td>13 &amp; above</td> </tr> <tr> <td>Point Score</td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> <tr> <td>Weighted Score</td> <td>10</td> <td>15</td> <td>20</td> <td>25</td> <td>30</td> </tr> </table> <p>Max 5 points</p>					Total Number of Auditors of age 35 years or more	1-3	4-7	8-10	11-12	13 & above	Point Score	1	2	3	4	5	Weighted Score	10	15	20	25	30	30
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<p><b>4</b></p>	<p>List &amp; Profiles of IRCA Certified 9001/45001/22000/HACCP Lead Auditor/Auditors** who have experience of auditing aviation sector. (Aviation sector expert). Please follow template given below:</p> <table border="1" data-bbox="256 472 735 882"> <tr> <th>Audit or Name &amp; Academic Qualifications</th> <th>Number of Years of auditing aviation sector</th> <th>Aviation Sector Specific Qualifications</th> <th>Years of experience of working in aviation sector</th> <th>Base City</th> </tr> </table>	Audit or Name & Academic Qualifications	Number of Years of auditing aviation sector	Aviation Sector Specific Qualifications	Years of experience of working in aviation sector	Base City	<table border="1" data-bbox="762 248 1353 589"> <tr> <td>Total Number of aviation sector experts</td> <td>1-3</td> <td>4-7</td> <td>8-10</td> <td>11-12</td> <td>13 &amp; above</td> </tr> <tr> <td>Point Score</td> <td>1*</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> <tr> <td>Weighted Score</td> <td>6</td> <td>7</td> <td>8</td> <td>9</td> <td>10</td> </tr> </table> <p>Max 5 points</p>	Total Number of aviation sector experts	1-3	4-7	8-10	11-12	13 & above	Point Score	1*	2	3	4	5	Weighted Score	6	7	8	9	10	<p>10</p>
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<p><b>5</b></p>	<p>List and Profiles of IRCA Certified on 9001/45001/ 22000/ HACCP Lead Trainer/ Trainers**. Please follow template given below:</p> <table border="1" data-bbox="256 1037 735 1541"> <tr> <th>Trainer Name &amp; Academic Qualifications</th> <th>Trainer Qualification from</th> <th>Trainer Capability Scope (Faculties/Subjects/Standards)</th> <th>Total man-day training experience till 30-Mar-2022</th> <th>Base City</th> </tr> </table>	Trainer Name & Academic Qualifications	Trainer Qualification from	Trainer Capability Scope (Faculties/Subjects/Standards)	Total man-day training experience till 30-Mar-2022	Base City	<p>Max 5 points</p> <table border="1" data-bbox="762 925 1353 1227"> <tr> <td>Total Number of qualified trainers.</td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5 &amp; above</td> </tr> <tr> <td>Point Score</td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> <tr> <td>Weighed Score</td> <td>6</td> <td>7</td> <td>8</td> <td>9</td> <td>10</td> </tr> </table>	Total Number of qualified trainers.	1	2	3	4	5 & above	Point Score	1	2	3	4	5	Weighed Score	6	7	8	9	10	<p>10</p>
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<p><b>6</b></p>	<p>Any other value-added/complimentary on-site training (mention for how many candidates) which may be provided within ISO 9001/45001/22000/HACCP subjects. Implementation, Standard Awareness training, training on RCA &amp; CAP formulation, training on Internal Auditing etc.): Any other relevant information that may assist in selection process.</p>	<p>Max 5 points</p> <table border="1" data-bbox="762 1585 1353 1883"> <tr> <td>Total Number of on-site training</td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5 &amp; above</td> </tr> <tr> <td>Point Score</td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> <tr> <td>Weighed Score</td> <td>6</td> <td>7</td> <td>8</td> <td>9</td> <td>10</td> </tr> </table>	Total Number of on-site training	1	2	3	4	5 & above	Point Score	1	2	3	4	5	Weighed Score	6	7	8	9	10	<p>10</p>					
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\* Minimum requirement: Minimum acceptable cumulative weighted score is 50.

**\*\*Important Condition:** Only Auditor/Lead Auditor/Trainer profiles approved by PIACL, as part of pre-qualification of certification body, will be authorized/allowed to participate/conduct audits of PIACL. In case, a new auditor/lead auditor/trainer, joins the pre-qualified audit company or is intended to be added/replaced/nominated by the pre-qualified audit company, that auditor/lead auditor/trainer profile will require approval from GM Corporate Quality & Safety Division, by the pre-qualified audit company and the pre-qualified audit company has to apply for this change at least one month prior to expected audit date.

The serial wise organized proposal, based on required information from serial 1 to 6 above including the recommended templates for serial 3, 4 & 5, completed in all respects, is to be submitted in sealed envelope to the following office address on or before **04-04-2022 by 10:30 Hrs** .