



**Cochin Port Authority**  
**ISO Implementation**

Office of the  
Chief Mechanical Engineer,  
Cochin Port Authority,  
Willingdon Island,  
Kochi-682009,  
Kerala.

No.ISO/MR/Budgetary offer 14001&45001/2025-M

Dated:10.09.2025

Sub: Integration of QMS-ISO 9001:2015 with EMS (ISO 14001:2015) & OH&SM (ISO 45001:2018)

Cochin Port Authority intends to implement Integrated Management System (IMS) which will integrate the existing Quality Management System (QMS) ISO 9001:2015 with Occupational Health and Safety Management System (ISO 45001:2018) and Environment Management System (ISO 14001:2015) certification in the Port for effective operation of the organization.

As such kindly furnish the budgetary quotation for the same (Scope of work in this regard is enclosed as Annexure-1 and Price Schedule enclosed as Annexure-2).

Last date for receipt of budgetary quotation in this office is **25.09.2025**

Thanking You,

Yours Sincerely

ISO Convenor



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No.ISO/MR/Budgetary offer 14001&45001/2025-M

Dated:10.09.2025

**NOTICE INVITING BUDGETARY OFFERS**

Name of Work	Integration of QMS-ISO 9001:2015 with EMS- Occupational Health and Safety Management System (ISO 45001:2018) and Environment Management System (ISO 14001:2015) certification at Cochin Port Authority.
Date of submission of Budgetary Quotation	On or before <b>25.09.2025</b>
Address for Communication	Chief Mechanical Engineer Mechanical Engineering Department Cochin Port Authority Willingdon Island Cochin-682009.
Contact Details	Phone: 0484-2582300,2310 E mail- <a href="mailto:cme@cochinport.gov.in">cme@cochinport.gov.in</a>
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**Annexure-1**

**1. Scope of Work.**

- 1.1 Scope of Work for providing consultancy service to Port towards implementation of Integrated Management System (IMS) which will integrate the existing Quality Management System(QMS) ISO 9001:2015, embedded with recommended management principles, with Environmental Management System (EMS) ISO 14001:2015 and Occupational Health & Safety Management System (ISO 45001:2018) for effective operation of the organization facilitating third party certification, which includes but not limited to the following works:-
- 1.2 Study of the existing process, procedures and practices of the Cochin Port Authority towards Implementation of Integrated Management system which will Integrate existing QMS (ISO 9001:2015) with EMS (ISO 14001:2015) and Occupational Health & Safety Management (ISO 45001:2018).
- 1.3 Assistance in defining the Policies, objectives and scope of management systems to be implemented in this Port.
- 1.4 Assistance in monitoring Port objectives, targets and a frame work of review and corrective actions for achieving continual improvements in performance.
- 1.5 Assistance in identifying risks, opportunities, aspects, impacts, significance facilitation, of mitigation of risks and suitable control measures in the process of implementation of the Management system.
- 1.6 Assistance in developing the required procedures, steps, documentation for implementing the Management system.
- 1.7 Conducting training on awareness, internal auditing for implementation of the Integrated Management System.
- 1.8 Assistance and advice during implementation of the management system.
- 1.9 Assistance in conducting Internal Audit, Corrective Action, Management Review etc. During the process of Implementation.
- 1.10 Assistance in the selection of the certification Body for conducting third party audit and the certification process.
- 1.11 Assistance in providing support during the third party external Audit process related to third party certification.
- 1.12 Assistance in taking corrective actions for the Audit observations made by the external Auditors and achieving continual improvements.
- 1.13 Any other related works viz. identifying the benefits that may occur due to third party certification.

- 1.14 Arrangement of necessary course materials, submission of manuals and related documents in Hard copy for integration of QMS with Environmental Management System and Occupational Health & Safety Management will be the sole responsibility of the Consultant.
- 1.15 The Consultant shall provide any other work which has not been specially mentioned in the Price Schedule (Bill of Quantities) at Annexure-II and in the Scope of work, but which are found necessary for completion of works without including any additional expenditure to the Port.

Scope of Certification.

All activities related to “Provision of Sea Port facilities and related support services in Sea borne Trade”(In current QMS)

2. Consultant for acquiring IMS certification:

- 2.1 This Scope of consultant includes a deep understanding of the existing Procedure/process/functioning of the Port and the requirement of the Management system standards ISO 9001:2015 ,14001:2015, 45001:2018, legal requirements, best practices relating to the industry, internal guidelines and instructions as per manuals, practices. etc.
- 2.2 ISO 9001:2015 ,14001:2015, 45001:2018 are based on High Level Structure(HLS) for Management Systems (identical clause), as directed by ISO, the document information planned for the QEMS should facilitate Integrating Information security (ISO 27001) or other similar standards, in future, if Port desires.
- 2.3 To ensure that an effective and efficient QEMS/QOH&SMS is in place, consultant to facilitate:
- a. Identification of Context of the organization and communication
  - b. Strategic direction for the organization
  - c. Scope of QEMS/ QOH&SMS in line with a and b stated above.
  - d. Scope of QEMS/QOH&SMS policy and objectives
  - e. Defining responsibilities and authorities for relevant roles, communication understanding within CoPA, as a minimum.
  - f. Process needed for achieving the same
  - g. Methods needed for determining Risks, opportunities, aspects, impacts, protecting the environment, prevention of pollution and managing the same.
  - h. Criteria (and methods) required for effective monitoring and control of these process are evolved.
  - i. Emergency Management
  - j. Waste,dust,noises management
  - k. Personal performing work affecting quality, environment and OHS are competent-ie. Trained/qualified and experienced/ empowered to identify risk , manage risks, and utilize opportunity for Improvement.

- l. Determination of Documented information needed and to be maintained, retained are adequately covered (including focus on legal and other requirements)
  - m. Determination of compliance obligations.
  - n. Information and process required for improvement of QEMS/ QOH&SMS are available, analysed and suitable action initiated.
  - o. Periodic Audits (IQA) and Management reviews are effected
  - p. Risks are managed and opportunities are explored.
  - q. Sustainable development and Improvement Initiatives are made.
  - r. Process for continual improvement enhances the strength of QEMS/ QOH&SMS
- 2.4 Consultant to provide Implementation plan including training and other stages/ milestones in implementation of QEMS/QOH&SM

Conducting training on awareness, internal auditing for implementation of the Integrated Management System which is mentioned below.

- a. IMS (ISO 9001:2015, 14001:2015, 45001:2018) Management briefing- in English for Top Management- 1 batch
- b. IMS (ISO 9001:2015, 14001:2015, 45001:2018) Awareness- for implementation team- in 5 batches (25 persons/batch)
- c. IMS (ISO 9001:2015, 14001:2015, 45001:2018) Awareness- for level below Engineers & Employees-12 batches (25 persons/batch) in Hindi/Local language/English
- d. IMS (ISO 9001:2015, 14001:2015, 45001:2018) (in English) Auditor training-2 batches (20 persons/batch)

Note:

- (i) Additional batch, if desired, during implementation, will have to be provided at additional cost as per the rate quoted in BoQ.
- (ii) Course material master copy shall be provided by the Consultant.
- (iii) Consultant shall arrange course material printouts. However, hall for training, projection equipments shall be provided by the Port.

## 2.5 Implementation, Monitoring, audit, management Review meeting & Certification.

The consultant shall plan for preparedness to meet specific risks identified through suitable control measures. The consultant shall identify the gap in the existing systems for achieving conformance to the requirements of the audit criteria including the integrated management systems proposed to be implemented.

The consultant shall train identified resources on internal auditing relating to the management system and plan for internal audit relating to QEMS/QOH&SM as applicable including organizing resources, team, time frame, methodology, audit schedule, checklist etc. This would also include inspection and analysis of activities relating to facilities, interviewing the personal, observation of operations and perusal of records relating to fulfilling of objectives and targets, effectiveness of the action plan taken, verifying compliance to legal obligations, evaluating the existing practices of the organization.

The consultant shall assist during the Management Review meeting for assessment of the Implementation of the management system and advice the Management on corrective actions, continual improvement and readiness of third party certification audit leading to Certification.

The consultant shall make presentation to the top Management of the Port outlining the gaps, the actions to be taken to fill the gaps to achieve conformance to the standards and obtain third party certificate registration to ISO 9001:2015 and ISO 14001:2015, ISO 45001:2018 standards.

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Annexure-IIPrice Schedule (Bill of Quantities)

Name of Work: Integration of QMS- ISO 9001:2015 with EMS- ISO 14001:2015 and OH&SM  
ISO-45001:2018 at Cochin Port Authority.

Sl.No	Description	Unit	Qty	Rate	GST %	Amount (Rs)	Amount (Rs.)
A	B	C	D	E	F	G	H=DxE
1	Completion of gap analysis and submission of report with action plan for implementation of ISO 45001:2018 & ISO 14001:2015 certification.	LS	1				
2	Completion of ISO 45001:2018 & ISO 14001:2015 certification Management briefing –in English for Top Management 1 batch.	LS	1				
3	Completion of (ISO 45001:2018 & ISO 14001:2015) certification Awareness –for Implementation Team – 5 Batches-(25 Persons/batch)	LS	5				
4	Completion of (ISO 45001:2018 & ISO 14001:2015) certification Awareness –for level below Engineers & Employees 12 Batches-(25 Persons/batch)	LS	12				
5	Completion of On completion of (ISO 45001:2018 & ISO 14001:2015) certification –Auditors Training and issue certificate for trained Auditors-2 Batches-(20 Persons/batch)	LS	2				
6	Facilitation of 1 <sup>st</sup> Internal Audit and 1 <sup>st</sup> Management meeting and actions.	LS	1				
7	Facilitation of 2 <sup>nd</sup> Internal Audit and 2 <sup>nd</sup> Management meeting and actions.	LS	1				
8	Completion of third party certification audit and post audit action if any	LS	1				
Total							

Note: The rates quoted shall be inclusive of transportation, lodging and boarding.