



COMMISSION ON HUMAN RIGHTS AND ADMINISTRATIVE JUSTICE (CHRAJ)



With Support from the United Nations Population Fund (UNFPA)

REQUEST FOR EXPRESSIONS OF INTEREST (EOI)

Consultancy Services to Assess Five Thematic Development Plans on Human Rights, SRHR and GBV Using Universal Periodic Review (UPR) Recommendations as Indicators, and to Develop Human Rights-Based Approach (HRBA) Integration Guidelines for Sector Planning in Ghana

Procurement Reference No.: CHRAJ/UNFPA/EOI/2026/001

This request for expression of interest follows the general procurement notice for this that appeared in info@chraj.gov.gh and other **CHRAJ social media** Issued No.

CHRAJ/UNFPA/EOI/2026/001 of 1st September 2026

The Commission on Human Rights and Administrative Justice (CHRAJ), with financial support from the United Nations Population Fund (UNFPA), invites eligible and qualified consulting firms and individual consultants to submit Expressions of Interest (EOI) for the provision of consultancy services to assess five selected thematic development plans and develop practical Human Rights-Based Approach (HRBA) Integration Guidelines for sector planning in Ghana.

Background

Ghana participates in the Universal Periodic Review (UPR) mechanism of the United Nations Human Rights Council, through which recommendations are issued to strengthen human rights protection and promotion. In line with national commitments to human rights-based development, this assignment seeks to assess the extent to which selected sector development plans incorporate UPR recommendations, human rights principles, Sexual and Reproductive Health Rights (SRHR), and Gender-Based Violence (GBV) considerations. The consultancy will also develop practical HRBA Integration Guidelines, tools, templates and frameworks to support sector institutions in mainstreaming human rights into planning, implementation, monitoring and reporting processes.

Scope of Assignment

The selected consultant will be expected to:

- Review five thematic development plans from:
 - National Development Planning Commission (NDPC);

- Ministry of Health (MoH);
 - Ghana Health Service (GHS);
 - Ministry of Gender, Children and Social Protection (MoGCSP); and
 - Ghana Police Service.
- Assess alignment of these plans with:
 - Ghana's UPR recommendations;
 - Human Rights-Based Approach principles;
 - Human rights obligations, including SRHR and GBV commitments.
- Develop an analytical assessment framework and UPR-HRBA assessment matrix.
- Conduct stakeholder consultations and validation engagements.
- Develop comprehensive HRBA Integration Guidelines, tools, templates, indicators, checklists and implementation recommendations for sector institutions.

Duration

The consultancy is expected to be completed within three (3) months from the date of contract signing.

A consultant will be selected in accordance with the procedures set in the Public Procurement Act, 2003 (Act 663), as amended, of the Republic of Ghana and shall meet the following criteria:

- Certificate of Registration of Firm
- Valid Tax Clearance
- VAT Certificate (if Applicable)
- Valid SSINT Certificate
- Evidence of Registration with Public Procurement Authority
- Relevant Experience of Firm/Individual
- Availability and Experience of relevant key staff
- Any other requirements as necessary.

Required Qualifications and Experience

Interested consulting firms and individual consultants should demonstrate:

- Advanced degree in Human Rights, Public Policy, Law, Gender Studies, Development Studies or a related field.
- At least seven (7) to ten (10) years of relevant professional experience in human rights analysis, policy evaluation, governance, gender equality, SRHR, GBV or related disciplines.
- Proven experience in Human Rights-Based Approach programming, mainstreaming and policy development.
- Demonstrated knowledge of UPR mechanisms, treaty reporting processes and national development planning systems.
- Experience in developing policy frameworks, planning tools, guidelines and institutional capacity-building resources.
- Experience facilitating stakeholder consultations, workshops and validation processes.
- Excellent analytical, communication and report-writing skills.

Submission Requirements

Interested applicants should submit the following:

1. Letter of Expression of Interest.
2. Company/Consultant Profile.
3. Statement of Relevant Experience highlighting similar assignments undertaken within the last five years.
4. Curriculum Vitae of proposed key personnel (where applicable).
5. Copies of relevant contracts, completion certificates or references demonstrating relevant experience.
6. Valid registration documents (for firms).

Submission of Expressions of Interest

Expressions of Interest should be submitted electronically to:

Email: enoch.amankwah@chraj.gov.gh

Copy To: gloria.gyedu@chraj.gov.gh/ abena.yeboah@chraj.gov.gh

Subject Line: Expression of Interest**Expression of Interest – Consultancy to Assess Thematic Development Plans and Develop Human Rights-Based Approach (HRBA) Integration Guidelines Using UPR Recommendations**

Submission Deadline: 15th September 2026, 10:30am

Shortlisting

Only shortlisted consultants/firms will be invited to submit full technical and financial proposals. Submission of an Expression of Interest does not constitute any commitment on the part of CHRAJ to award a contract.

Disclaimer

The Commission on Human Rights and Administrative Justice (CHRAJ) reserves the right to accept or reject any Expression of Interest, cancel the procurement process at any stage, request additional information from applicants, and take any action deemed necessary in accordance with applicable procurement procedures.