

**INVITATION FOR BIDS**  
**POVERTY ALLEVIATION & SOCIAL SAFETY DIVISION**  
**Audit Services for Ehsaas Roshan Riayat Program**

F. No. 27-73/20-E

**INVITATION FOR BID:**

**Procurement of auditing services for PASS Division Ehsaas Targeted Commodity Subsidy Program(ETCSP)**

Sealed quotations are invited from auditing firms registered with Institute of Chartered Accountants of Pakistan (ICAP) having satisfactory QCR rating and whose name is appearing in Category A of Panel of Auditors maintained by State Bank of Pakistan, initially for a period of 6 months, extendable on satisfactory performance of the Service with the explicit consent in writing of both the Parties.

**Terms and Conditions:**

1. The bidding is National Competitive Bidding(NCB) and the Service Provider shall be elected using Single Stage Two Envelope (SSTE) method, in accordance with the PPRA Rules, 2004. Technically qualified and lowest evaluated bidder shall be awarded the Contract.
2. Tax will be deducted as per the provisions of Income Tax Ordinance, 2001, read with Income Tax Rules, 2002, as amended from time to time.
3. Conditional or incomplete bid will not be accepted. Evaluation and comparison of bids for the requisite services shall be carried out strictly in accordance with laid down criterion.
4. Bank Draft in favour of SO (G), Poverty Alleviation and Social Safety Division should be enclosed as Security Deposit with the tender which will be refundable in case of non acceptance of tender at the rate of 5% of the total bid amount. Tender not supported with the Bank Draft shall not be entertained.
5. The firm should use their printed letter head where firm name, address, telephone number etc. must be mentioned.

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6. One (1) original and One (1) copy of "Technical Proposal" and "Financial Proposal" in the prescribed forms given in the Bidding Documents, separately sealed, signed & stamped, must be delivered to the address given below. The tenders complete in all respects should reach the undersigned within 15 days of publication of this advertisement and will be opened at 05:00 PM on the last day in the presence of bidders or their representatives.
7. Pre bid meeting will be held in the office of Additional Secretary PASS Division at 11:00 am, 03 days before closure of bids. Interested parties are strongly encouraged to attend the meeting.
8. The Technical Proposal will be opened on the same day in the presence of the representatives of the Bidders who may wish to attend. The Financial proposal of only Technically qualified Bidders will be opened at a time and date to be specified.
9. PASSD may reject any or all bids or proposals in accordance with PPRA rules.
10. A complete set of Bidding Documents, containing details of the auditing services as well as detailed terms & conditions may be obtained from the office of the Section Officer (General), 4<sup>th</sup> Floor Evacuee Trust Complex, F-5/1, Islamabad, on submission of written application on Company letter head, duly supported by registration certificate of Institute of Chartered Accountants of Pakistan (ICAP) with satisfactory QCR rating.
11. In case the bid opening is not held due to any unscheduled holiday or emergency the bid opening will be held on the very next working day on the specified time.

**Muhammad Tariq**

Section Officer (General)

Poverty Alleviation & Social Safety Division

4th Floor, Evacuee Trust Complex Building, F5/1,

Islamabad

Phone No. 051-9210029