



EXPRESSION OF INTEREST (EOI)
DOCUMENTS

FOR

**HIRING OF FIRM FOR EXTERNAL
AUDIT SERVICES**

FOR

**ENGINEERING CONSULTANCY
SERVICES PUNJAB (PVT.) LIMITED**

March, 2026

Invitation for E-Applications for Expression of Interest/Pre-Qualification

Engineering Consultancy Services Punjab (Private) Limited (ECSP), is a government established multidisciplinary engineering consultancy company incorporated under the repealed Companies Ordinance, 1984 (now Companies Act, 2017), wholly owned by the Government of the Punjab and operating under the administrative control of the Planning & Development Board.

ECSP, invites Expressions of Interest (EOI) from reputable Chartered Accountant Firms; duly registered with the Institute of Chartered Accountants of Pakistan (ICAP); possess a satisfactory QCR rating from ICAP; listed in Category 'A' of SBP Panel of Auditors; be registered with Audit Oversight Board (AOB); comply with IFAC Code of Ethics; be registered and active with FBR and PRA; not be blacklisted, debarred, or have conflict of interest; for pre-qualification for conducting External Audit Services of ECSP for **FY 2017 - 18 to FY 2020 - 21**, as required under the Companies Act, 2017. The estimated amount for the complete External Audit Services of ECSP for **FY 2017 - 18 to FY 2020 - 21 covering four (04) financial years** is PKR 10,000,000 (Pakistani Rupees Ten Million only).

Interested firms may download the EOI/PQ Documents, consisting of Instructions to Applicants, Terms of References and other terms and conditions, free of cost from the websites mentioned below:

<https://ppra.punjab.gov.pk>, <https://punjab.eprocure.gov.pk> , <https://www.ecsp.com.pk>

Eligible Bidders/Firms are required to submit their EOIs online, prepared in accordance with the Instructions to Consultants, through PPRA EPADS System (<https://punjab.eprocure.gov.pk>) by uploading PDF files as per following schedule:-

| | |
|---|-------------------------------|
| EOI Submission Date & Time | 14 April, 2026 at 14:30 hours |
| EOI Opening Date & Time | 14 April, 2026 at 15:00 hours |
| No EOI shall be accepted, if not submitted through EPADS System. Late submissions will not be entertained. EOI Applications will be opened publicly in the presence of Applicants' representatives who choose to attend at the address given below. ECSP reserves the right to accept or reject any or all EOIs in accordance with PPRA Rules-2014. | |

Bidders/Applicants are requested to get registered on Public Procurement Regulatory Authority (PPRA) EPADS System to participate in the aforesaid bidding process. Further information/clarification may be obtained at the address given below during office hours.

(*Response time for submission of Bids shall be calculated exclusively from the date of publication of this advertisement on the Authority's website).

Principal Engineer (Procurement)

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PART 1 – Pre-Qualification Procedure

Section I - Instructions to Applicants

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Section I - Instructions to Applicants (ITA)

A. General

- 1. Scope of Application**
 - 1.1 In connection with the invitation for Pre-Qualification indicated in Section II, Pre-Qualification Data Sheet (PQDS), the Procuring Agency, as defined in the PQDS, issues this Pre-Qualification Document (“Pre-Qualification Document”) to prospective applicants (“Applicants”) interested in submitting applications (“Applications”) for Pre-Qualification to submit Applications for Consultancy Services (Audit Services) and Related Services incidental thereto as specified in Section VI, Scope of Services.
- 2. Source of Funds**
 - 2.1 The cost for the execution of the Project has been self-financed
- 3. Fraud and Corruption**
 - 3.1 The Procuring Agency shall disqualify the Applicant(s) pursuant to Punjab Procurement Regulatory Authority (PPRA) Act of 2009 and PPRA Rules 2014 amended time to time for award of contract, if it determines that the Applicant(s) recommended for award has(ve), directly or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract.
 - 3.2 The Procuring Agency shall sanction the Applicant(s), including declaring ineligible, for a stated period of time, to participate in bidding activities with the Procuring Agency, if it at any time determines that the firm has, directly or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for, or in executing the contract.
 - 3.3 For the purpose of this PQD Corrupt Practice means; the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official, bidder or contractor in the procurement process or in contract execution to the detriment of the Procuring Agency ; or misrepresentation of facts in order to influence a procurement process or the execution of a contract, collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the Procuring Agency of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty; it may include any of the following:
 - (i) coercive practice by impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;
 - (ii) Collusive practice by arrangement between two or more parties to the procurement process or contract execution, designed to achieve with or without the knowledge of the Procuring Agency to establish prices at artificial, noncompetitive levels for any wrongful gain;

- (iii) Offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;
 - (iv) any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
 - (v) obstructive practice by harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit process;
- 3.4 For the purpose of this PQD Fraudulent Practice means; a fraudulent practice means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation.

4. Eligible Applicants

- 4.1 Applicants shall meet the eligibility criteria as per this ITA and ITA 5.1.
- 4.1.1 Applicants shall meet the criteria described in this pre-qualification documents.
 - 4.1.2 A firm is only permitted to participate for Pre-Qualification as an individual firm.
 - 4.1.3 Joint Venture (JV) of firms are not allowed under this Expression of Interest/Pre-Qualification process.
- 4.2 A firm (that directly or indirectly control, are under common control with that firm) not permitted to submit more than one application for Pre-Qualification for the same contract, Applications submitted in violation of this procedure will be rejected.
- 4.3 Applicants shall not have a conflict of interest. Applicants shall be considered to have a conflict of interest, if they participated as a consultant in the preparation of the specifications or have been hired or proposed to be hired by the Procuring Agency for contract implementation of the Services that are the subject of this Prequalification. In addition, Applicants may be considered to have a conflict of interest if they have a close business or family relationship with a professional staff of the Procuring Agency who:
- a. are directly or indirectly involved in the preparation of the Prequalification Document or bidding document or

- specifications of the Contract, and/or the Pre-Qualification or Bid evaluation process of such Contract; or
- b. would be involved in the implementation or supervision of such Contract.

- 4.4 An Applicant which is under a declaration of ineligibility/blacklisting, due to reasons, including but not limited to, corrupt practices and poor performance, by the Procuring Agency, at the date of submission of the application or thereafter, shall not be considered.
- 4.5 An Applicant shall provide such documentary evidence of eligibility satisfactory to the Procuring Agency, as the Procuring Agency shall reasonably request.
- 4.6 The Applicant must not conceal any information that might hinder the execution of the Contract. The Procuring Agency shall disqualify or blacklist an Applicant pursuant to Punjab PPRA Rules on grounds of false, fabricated or materially incorrect information.

5. Eligibility

- 5.1 Applicants shall meet the criteria described in Section-III – (Prequalification Criteria and Requirements).

B. Contents of the Pre-Qualification Document

6. Sections of Pre-Qualification Document

- 6.1 This Pre-Qualification Document consists of parts 1 and 2 which comprise all the sections indicated below, and which should be read in conjunction with any Addendum issued in accordance with ITA 8.

PART 1 - Pre-Qualification Procedures

- Section I - Instructions to Applicants (ITA)
- Section II - Pre-Qualification Data Sheet (PQDS)
- Section III - Pre-Qualification Criteria and Requirements
- Section IV - Application Forms

PART 2 - Scope of Services

- Section V - Scope of Services

- 6.2 Unless obtained directly from the Procuring Agency through EPADS, the Procuring Agency accepts no responsibility for the completeness of the document, responses to requests for clarification, the minutes of the pre-Application meeting (if any), or Addenda to the Pre-Qualification Document in accordance with ITA 8. In case of any discrepancies, documents issued directly by the Procuring Agency through EPADS shall prevail.
- 6.3 The Applicant is expected to examine all instructions, forms, and terms in the Pre-Qualification Document and to furnish with its

Application all information or documentation as is required by the Pre-Qualification Document.

7. Clarification of Pre-Qualification Document and Pre-Application Meeting

7.1 Any prospective Applicant requiring any clarification(s) in respect of these Pre-Qualification Documents may notify the Procuring Agency through EPADS. The Procuring Agency will respond to any request for clarification which he receives through EPADS 7 days prior to the deadline for submission of Applications. Procuring Agency's response will be uploaded on EPADS. Should the Procuring Agency deem it necessary to amend the Pre-Qualification Document as a result of a clarification, it shall do so following the procedure under ITA 8 and in accordance with the provisions of ITA 17.2.

7.2 If indicated **in the PQDS**, the Applicant's designated representative is invited at the Applicant's cost to attend a pre-Application meeting at the place, date and time mentioned **in the PQDS**. During this pre-Application meeting, prospective Applicants may request clarification of the project requirement, the criteria for qualifications or any other aspects of the Pre-Qualification Document.

7.3 Minutes of the pre-Application meeting, if applicable, including the text of the questions asked by Applicants, including those during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting will be uploaded on EPADS. Any modification to the Pre-Qualification Documents that may become necessary as a result of the pre-Application meeting shall be made by the Procuring Agency exclusively through the use of an Addendum pursuant to ITA 8. Non-attendance at the pre-Application meeting will not be a cause for disqualification of an Applicant

8. Amendment of Pre-Qualification Document

8.1 At any time prior to the deadline for submission of Applications, the Procuring Agency may amend the Pre-Qualification Document by issuing an Addendum.

8.2 Any Addendum issued shall be part of the Pre-Qualification Document and shall be uploaded on EPADS, at least three (03) days prior to the closing date of submission of the Applications.

8.3 To give Applicants reasonable time to take an Addendum into account in preparing their Applications, the Procuring Agency may, at its discretion, extend the deadline for the submission of Applications in accordance with ITA 17.2.

C. Preparation of Applications

9. Cost of Applications

9.1 The Applicant shall bear all costs associated with the preparation and submission of its Application. The Procuring Agency will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Pre-Qualification process.

10. Language of Application

10.1 The Application as well as all correspondence and documents relating to the Pre-Qualification exchanged by the Applicant and the Procuring Agency, shall be written in the language specified **in**

the PQDS. Supporting documents and printed literature that are part of the Application may be in another language, provided they are accompanied by an accurate translation of the relevant passages in the language specified **in the PQDS**, in which case, for purposes of interpretation of the Application, the translation shall govern.

- 11. Documents Comprising the Application**
- 11.1 The Application shall comprise the following:
- (a) **Application Submission Letter**, in accordance with ITA 12.1;
 - (b) **Eligibility:** documentary evidence establishing the Applicant's eligibility, in accordance with ITA 13;
 - (c) **Qualifications:** documentary evidence establishing the Applicant's qualifications, in accordance with ITA 14; and
 - (d) any other document required as specified **in the PQDS**.
- 12. Application Submission Letter**
- 12.1 The Applicant shall complete an Application Submission Letter as provided in Section IV, Application Forms. This Letter must be completed without any alteration to its format.
- 13. Documents Establishing the Eligibility of the Applicant**
- 13.1 To establish its eligibility in accordance with ITA 4 and Section III - Pre-Qualification Criteria and Requirements, the Applicant shall complete the eligibility declarations in the Application Submission Letter and Forms ELI (eligibility) 1.1 included in Section IV, Application Forms and submit all requisite documents specified in PQD.
- 14. Documents Establishing the Qualifications of the Applicant**
- 14.1 To establish its qualifications to perform the contract(s) in accordance with Section III - Pre-Qualification Criteria and Requirements, the Applicant shall provide the information requested in the corresponding Information Sheets included in Section IV, Application Forms and submit all requisite documents specified in PQD.
- 14.2 Wherever an Application Form requires an Applicant to state a monetary amount, Applicants should indicate the PKR equivalent using the rate of exchange determined as follows:
- (a) for turnover or financial data required for each year - exchange rate prevailing on the last day of the respective calendar year (in which the amounts for that year are to be converted); and
 - (b) value of single contract - exchange rate prevailing on the date of the contract.
- Exchange rates shall be taken from the publicly available source identified **in the PQDS**. Any error in determining the exchange rates in the Application may be corrected by the Procuring Agency.
- 15. Signing of the Application and Number of Copies**
- 15.1 The Applicant shall prepare one original of the documents comprising the Application as described in ITA 11 The original of the Application shall be typed or written in indelible ink and shall

be signed by a person duly authorized to sign on behalf of the Applicant.

D. Submission of Applications

16. Sealing and Marking of Applications

- 16.1 Each Applicant shall submit his Application in “pdf format” on EPADS through the system and the Applicant shall encrypt those entries electronically.
- 16.2 The Procuring Agency will accept no responsibility for an Application submitted on EPADS by the Applicant, that is found corrupt, un-readable or contains virus.

17. Deadline for Submission of Applications

- 17.1 Applicants shall submit their Applications online through EPADS no later than the deadline indicated in the PQDS.
- 17.2 The Procuring Agency may, at its discretion, extend the deadline for the submission of Applications by amending the Pre-Qualification Document in accordance with ITA 8, in which case all rights and obligations of the Procuring Agency and the Applicants subject to the previous deadline shall thereafter be subject to the deadline as extended.

18. Late Applications

- 18.1 Applications cannot be uploaded on EPADS after the deadline for the submission of Applications.

19. Opening of Applications

- 19.1 The Procuring Agency shall open all Applications at the date, time and place specified **in the PQDS**.
- 19.2 The Procuring Agency shall prepare a record of the opening of Applications to include, as a minimum, the name of the Applicants. Only Applications read out and recorded at the opening of Applications, shall be considered for evaluation. In case Applications including entries and record submitted on EPADS found corrupt, un-readable or contains virus, then such Application shall be rejected pursuant to Regulation 8 (4) of Punjab Procurement Regulations 2024. Minutes of the Opening of Applications shall be recorded and uploaded by the Procuring Agency.

E. Procedures for Evaluation of Applications

20. Confidentiality

- 20.1 Information relating to the Applications, their evaluation and results of the Pre-Qualification shall not be disclosed to Applicants or any other persons not officially concerned with the Pre-Qualification process until the notification of Pre-Qualification results is made to all Applicants in accordance with ITA 28.
- 20.2 From the deadline for submission of Applications to the time of notification of the results of the Pre-Qualification in accordance with ITA 28, any Applicant that wishes to contact the Procuring Agency on any matter related to the Pre-Qualification process may do so only in writing or in electronic forms that provides record of the content of communication.

- 21. Clarification of Applications**
- 21.1 To assist in the evaluation of Applications, the Procuring Agency may, at its discretion, ask an Applicant for a clarification (including missing documents) of its Application, to be submitted within a stated reasonable period of time. Any request for clarification from the Procuring Agency and all clarifications from the Applicant shall be in a documented format.
- 21.2 If an Applicant does not provide clarifications and/or documents requested by the date and time set in the Procuring Agency's request for clarification, its Application shall be evaluated based on the information and documents available at the time of evaluation of the Application.
- 22. Responsiveness of Applications**
- 22.1 The Procuring Agency may reject any Application which is not responsive to the requirements of the Pre-Qualification Document. In case the information furnished by the Applicant is incomplete or otherwise requires clarification as per ITA 21.1, and the Applicant fails to provide satisfactory clarification and/or missing information, it may result in disqualification of the Applicant.
- 23. Margin of Preference**
- 23.1 Unless otherwise specified **in the PQDS**, a margin of preference for domestic Proposers shall not apply in the bidding process resulting from this Pre-Qualification.

F. Evaluation of Applications and Pre-Qualification of Applicants

- 24. Evaluation of Applications**
- 24.1 The Procuring Agency shall use the factors, methods, criteria, and requirements defined in Section III, Pre-Qualification Criteria and Requirements and the PQDS to evaluate the qualifications of the Applicants, and no other factors, methods, criteria, or requirements shall be used.
- 24.2 Only the qualifications of the Applicant shall be considered. The qualifications of other firms, including the Applicant's subsidiaries, parent entities, affiliates, subcontractors or any other firm(s) different from the Applicant shall not be considered.
- 25. Procuring Agency's Right to Accept or Reject Applications**
- 25.1 The Procuring Agency reserves the right to reject all Applications and annul the Pre-Qualification process at any time, without thereby incurring any liability to the Applicants.
- 26. Pre-Qualification of Applicants**
- 26.1 Pre-Qualification of Applicants involves several steps, as follows:
- (a) **Step 1** - The first step of Pre-Qualification involves evaluation against the methods, criteria and requirements described in Section III, Table 1: Qualification Criteria and Requirements;
- (b) **Step 2** - Applicants that do not substantially meet the qualification criteria and requirements in Table 1: Qualification Criteria and Requirements will not be evaluated further, and will be eliminated from the Pre-Qualification process;

- (c) **Step 3** - Applicants that substantially meet the qualification criteria and requirements in Table 1: Eligibility Criteria and Requirements will be long listed, and evaluated further;
- (d) **Step 4** - the Procuring Agency shall evaluate all long-listed Applicants against Table 2: Qualification Criteria and Requirements. This evaluation method involves scoring each Application against rated criteria using the scoring methodology described; and
- (e) **Step 5** - The only Applicants meeting the minimum qualifying scoring criteria shall be declared prequalified. The Applicants not meeting the minimum qualifying scoring criteria will be eliminated from the Pre-Qualification process.

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| 27. Notification of Pre-Qualification | 27.1 The Procuring Agency shall notify the results of Pre-Qualification Evaluation by uploading results on EPADS. |
| 28. Request for Proposals | 28.1 The Procuring Agency, after the notification of the results of the Pre-Qualification, shall invite proposals from all the Applicants that have been Pre-Qualified. |
| 29. Procurement Related Complaint | 29.1 The procedures for making a Procurement-related Complaint are as specified in the PQDS . |

Section II - Pre-Qualification Data Sheet (PQDS)

| A. General | |
|--|---|
| ITA 1.1 | <p>The identification of the Invitation for Pre-Qualification is: As specified in the Invitation for E-Applications Expression of Interest/Pre-Qualification</p> <p>The Procuring Agency is: Chief Financial Officer, Engineering Consultancy Services Punjab (Pvt.) Limited</p> |
| ITA 2.1 | The name of the Project is: FINANCIAL AUDIT SERVICES FOR FY2017-2018 TO 2020-2021 FOR ECSP. |
| B. Content of the Pre-Qualification Document | |
| ITA 7.2 | Pre-Application Meeting will be held: N/A |
| C. Preparation of Applications | |
| ITA 10.1 | <p>This Pre-Qualification document has been issued in “English” language.</p> <p>All correspondence exchange shall be in “English” language.</p> <p>The Application as well as all correspondence shall be submitted in “English” language.</p> <p>Language for translation of supporting documents and printed literature is “English” language.</p> |
| ITA 11.1 (d) | <p>The Applicant shall submit with its Application, the following additional documents:</p> <p>All documents submission requirements specified in PQD.</p> |
| ITA 14.2 | The source for determining exchange rates is National Bank of Pakistan Foreign Exchange Rate Sheet or State Bank of Pakistan notified exchange rate for the corresponding month/date. |
| D. Submission of Applications | |
| ITA 17.1 | <p>The deadline for Application submission is:</p> <p>As specified in the “Invitation for e-Applications”</p> |
| ITA 19.1 | <p>The opening of the Applications shall be</p> <p>As stated in “Invitation for e-Applications”</p> |
| E. Procedures for Evaluation of Applications | |
| ITA 23.1 | A margin of domestic preference shall not apply. |
| F. Evaluation of Applications and Pre-Qualification of Applicants | |

| | |
|------------------------|---|
| <p>ITA 29.1</p> | <p>If an Applicant wishes to make a Procurement-related Complaint, the Applicant shall submit its complaint following these procedures:</p> <ol style="list-style-type: none"> 1. The Applicant may file its grievance/complaint in writing pertaining to this Pre-Qualification process/evaluation results within 05 days of announcement of Pre-Qualification results through EPADs. 2. After the expiration of this grievance period of 05 days no complaint/grievance, whatsoever, shall be entertained against this Prequalification process/evaluation results. 3. A committee as constituted by the Procuring Agency (of odd members) shall address objections/complaints/grievance filed by the Applicants during the prequalification process. 4. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process. |
| <p>ITA 29.2</p> | <p>The following Sub-Clause is added as ITA 29.2</p> <p>The procurement shall be strictly as per PPRA Rules-2014 and Punjab Procurement Regulations 2024 as amended from time to time and shall have precedence in case of any discrepancies between this pre-qualification document and the PPRA Rules-2014 and Punjab Procurement Regulations 2024.</p> |

Section III - Pre-Qualification Criteria and Requirements

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Table 1 – Eligibility Criteria and Requirements

[Only applications that are substantially responsive to the eligibility criteria and requirements in Table 1 shall be assessed against Table 2, Qualification Criteria and Requirements.]

Eligibility

| Criteria | | | Single Entity Requirements | Submission Requirements |
|----------|--|--|----------------------------|--|
| No. | Subject | Requirement | | |
| 1.1 | ICAP registration | The Applicant must be registered with Institute of Chartered Accountants of Pakistan | Must meet requirement | Valid ICAP registration |
| 1.2 | Listed in Category ‘A’ of the State Bank of Pakistan (SBP) for provision of professional services, audit assignments | The firm must be a member firm of an international firm and must fall in Category “A” of the State Bank of Pakistan (SBP) Panel of Auditors, maintained u/s 35(1) of Banking Companies Ordinance, 1962. | Must meet requirement | Valid proof of Listing in Category “A” |
| 1.3 | Quality Control Review (QCR) Rating | The Applicant must have satisfactory Quality Control Review (QCR) Rating from the Institute of Chartered Accountants of Pakistan (ICAP), to carry out the external financial audits of the Company | Must meet requirement | Valid proof of satisfactory Quality Control Review (QCR) Rating from ICAP |
| 1.4 | Non-Blacklisting | The applicant must not be under any sanction/ debarment with the Procuring Agency which may hinder its performance of obligations under the Contract | Must meet requirement | Completed certificate of compliance & Affidavit on Stamp Paper against (i) non-blacklisting with Procuring Agency, (ii) any sanction/ debarment anywhere which may hinder its performance of obligations under the Contract. |

| Criteria | | | Single Entity Requirements | Submission Requirements |
|----------|--|---|----------------------------|---|
| No. | Subject | Requirement | | |
| 1.5 | Registration with Tax Authorities | Registration and active status with Tax Authorities in country of Origin i.e. PRA and FBR | Must meet requirement | Certificate and current status from Tax Authorities in country of origin. |
| 1.6 | Conflict of Interest | No conflict of Interest as per PQD | Must meet requirement | Affidavit on Stamp Paper against no conflict of interest |
| 1.7 | One Applicant per Application | Each Applicant shall submit only one Application by himself. | Must meet requirement | - |
| 1.8 | International Federation of Accountants Guidelines/Code of ethics compliance | The appointed firm must be one for which the firm itself, or any of its partners, is compliant with the International Federation of Accountants (IFAC) Guidelines or the IFAC Code of Ethics, as applicable in Pakistan | Must meet requirement | Signed declaration/undertaking |
| 1.9 | Audit Oversight Board (AOB) registration | The Applicant must be registered with Audit Oversight Board (AOB) | Must meet requirement | Valid AOB registration |

Table 2 – Qualification Criteria and Requirements

Only those Applications that are found to be **substantially responsive** to the **eligibility and mandatory requirements** set out in **Table-1 (Eligibility Criteria and Requirements)** shall be further evaluated against **Table-2 (Qualification Criteria and Requirements)**. The EOI submissions shall be evaluated on the basis of compliance with the eligibility and mandatory criteria, Applicant’s experience, technical capacity, and relevance to the assignment in accordance with the detailed evaluation criteria specified below. Only those Applicants that meet the mandatory criteria and score above the minimum qualifying benchmark/score as prescribed in the evaluation criteria shall be shortlisted. Shortlisted applicants, having successfully met the eligibility and pre-qualification requirements, shall subsequently be invited to submit their detailed Technical and Financial Proposals in accordance with the provisions of the Punjab Procurement Rules, 2014 (as amended), through the PPRA EPAD System.

| Sr # | Description | Category Points | Grand Total Points | Documents Required |
|------|--|--|--------------------|---|
| 1 | Years of establishment (1 marks for each year completed) | 1 X No. of years | 15 | Evidence of Incorporation of the firm |
| 2 | Have prior experience during the last five (05) years of conducting statutory external audits of public sector companies / entities or government organizations in accordance with applicable regulatory and financial reporting requirements. (Each qualifying assignment of statutory external audit completed during the last five (05) years: 2 marks each) | 2 X No of public sector companies/ public sector entities, or government organizations | 20 | Details of clients on firm’s letter head including name, respective year end, asset base, partner name and UDIN (where applicable) |
| 3. | Personnel Capabilities Number of Employed Qualified Chartered Accountants registered with ICAP other than Firm’s Partners: | | 15 | Provide list of Employed Chartered Accountants mentioning the Names, ICAP Membership Numbers, Employment status (Partner / Employee) and Date of joining (years of hiring with firm) on Firm’s letter head duly signed and stamped. |
| | ➤ More than 05 and equal to 20 | 05 | | |
| | ➤ More than 20 and equal to 40 | 10 | | |
| | ➤ More than 40 | 15 | | |

| | | | | |
|---|--|----|----|--|
| 4 | Number of Partners in the Firm | | | |
| | ➤ More than 5 & equal to 15 | 3 | 10 | Particulars of Partners on Firm's letter head |
| | ➤ More than 15 & equal to 25 | 5 | | |
| | ➤ More than 25 | 10 | | |
| 5 | Number of trainees registered with ICAP: | | | |
| | ➤ Up to 100 | 3 | 10 | List of registered trainees on Firm's letter head duly signed and stamped mentioning; name of trainee, ICAP registration number and date of registration / commencement. |
| | ➤ More than 100 and up to 250 | 5 | | |
| | ➤ More than 250 | 10 | | |
| 6 | Managerial Capabilities: No. of Offices in Pakistan | | | |
| | ➤ 1 Office in Pakistan | 3 | 10 | Particulars of Office(s) on Firm's letter head duly signed and stamped mentioning; city / location full address and contact details |
| | ➤ 2 Offices in Pakistan | 6 | | |
| | ➤ 3 or more Offices in Pakistan | 10 | | |
| 7 | In accordance with ISQM 1 the firm has designed, implemented and operated a System of Quality Management (SoQM) | | | |
| | ➤ On or before 15 December 2023 | 10 | 10 | Attach firm's SoQM evaluation or monitoring report for each respective year. |
| | ➤ After 15 December 2023 | 5 | | |

| | | | | |
|--|--|---|---|--|
| 8 | Financial Soundness | | | |
| | Average Annual Turnover for last 3 Years | | | Audited Statements of last three years |
| | ➤ More than 50 million and up to 100 million | 3 | 5 | |
| | ➤ More than 100 million | 5 | | |
| | Current Ration of the Firm | | | Audited Statements of last three years |
| | ➤ Current Ration < 1 | 0 | 5 | |
| ➤ Current Ration $\geq 1 \leq 1.3$ | 3 | | | |
| ➤ Current Ration > 1.3 | 5 | | | |
| <p>Applicants shall be considered pre-qualified if:</p> <ol style="list-style-type: none"> 1. It secures at least 80 points in the evaluation criteria as required in Table 2 – Qualification Criteria and Requirements; and 2. Meets eligibility criteria and requirements stated in Table 1 - Eligibility Criteria and Requirements | | | | |

Section IV - Application Forms

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Application Submission Letter

Date: *[insert day, month, and year]*
PQD No. and title: *[insert PQD number and title]*

PROVISION OF FINANCIAL AUDIT SERVICES FOR ECSP

To,
Company Secretary, Engineering Consultancy Services Punjab (PVT.) Limited
Subject: Provision of Financial Audit Services for ECSP

We, the undersigned, apply to be prequalified for the referenced PQD and declare in accordance with relevant provisions of this PQD, the following;

- a) We have examined and have no reservations to the Prequalification Documents, including Addends No(s) ----issued.
- b) We understand that at the time of bidding, we, for any part of the contract resulting from this procurement process, shall not have any conflict of interest
- c) We, for any part of the contract(s) resulting from this pre-qualification, have not been declared ineligible/blacklisted by the Procuring Agency and have not be under any sanction/debarment anywhere which may hinder our performance of obligations under the Contract.
- d) We, comply with the registration requirements (Note: SECP/ Registrar of Firms/ NTN no. etc. or respective country registration body in case of foreign company).
- e) We understand that you may cancel the prequalification process at any time and that you are not bound either to accept any application that you may receive or to invite the pre-qualified Applicants to bid for the contract subject of this pre-qualification, without incurring any liability to the Applicants.
- f) All of the Forms accompanying the Application have duly been signed by the undersigned and stamped.
- g) We adhering that in case if it is found that any information or document submitted by us is bogus, fabricated, illegal or we acted in a manner that falls with the definition of fraudulent practice or deteriorated to the public interest or good practice, the Procuring Agency has the right to blacklist our firm.

Signed *[insert signature(s) of an authorized representative(s) of the Applicant]*

Name *[insert full name of person signing the Application]*

In the capacity of *[insert capacity of person signing the Application]*

Duly authorized to sign the Application for and on behalf of:

Address *[insert street number/town or city/country address]*

Dated on *[insert day number]* day of *[insert month]*, *[insert year]*

Form ELI -1.1 Applicant Information Form (Firm Profile)

[The following table shall be filled in for the Applicant]

Date: *[insert day, month, year]*

PQD No. and title: *[insert PQD number and title]*

Page *[insert page number]* of *[insert total number]* pages

| |
|--|
| Applicant's name <i>[insert full name of the firm]</i> |
| Applicant's actual or intended country of registration: <i>[indicate country of Constitution]</i> |
| Applicant's actual or intended year of incorporation: <i>[indicate year of Constitution, date of incorporation / registration]</i> Please attach: Incorporation certificate |
| Applicant's legal address [in country of registration]: <i>[insert street/ number/ town or city/ country]</i> |
| Applicant's legal status [in country of registration]: <i>[proprietorship, partnership, private limited, foreign firm]</i> |
| Applicant: ICAP registration number and category, SBP Panel listing, AOB registration, FBR / PRA registration numbers Please attach: ICAP certificate, FBR/PRA registration certificates, QCR rating certificate, |
| Applicant's authorized representative (signatory / partners) information: Name: <i>[insert full name]</i> Address: <i>[insert street/ number/ town or city/ country]</i> Telephone/Fax numbers: <i>[insert telephone/fax numbers, including country and city codes]</i> E-mail address: <i>[indicate e-mail address]</i> |
| 1. Attached are copies of original documents of <input type="checkbox"/> Articles of Incorporation (or equivalent documents of constitution or association), and/or documents of registration of the legal entity named above. 2. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership. |

Form of Certificate of Compliance

Date: *[insert day, month, and year]*
PQD No. and title: *[insert PQD number and title]*

[Applicant's Legal Name]

To,
Company Secretary,
Engineering Consultancy Services Punjab (PVT.) Limited
Lahore.

Subject: **Provision Of Financial Audit Services for ECSP**

We ---- (Name of Applicant), hereby certify that pursuant to the requirements of this Prequalification Documents, our status is as following:

| Description | Status | |
|---|---------------|-----------|
| | Yes | No |
| We are not Blacklisted by the Procuring Agency | | |
| We are not Concealing any Information that might hinder the execution of the Assignment/External Audit Services | | |

We hereby certify that all information stated above is correct and non-compliance to any of the above-mentioned requirements will disqualify us from the prequalification process.

Applicant's Signatures

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Terms of Reference

HIRING OF AUDIT FIRM FOR EXTERNAL AUDIT SERVICES FOR ECSP

1. **BACKGROUND**

Engineering Consultancy Services Punjab (Pvt.) Limited (ECSP) is duly registered with Securities and Exchange Commission of Pakistan under section 32 of the Companies Ordinance, 1984.

ECSP is a multidisciplinary engineering consultancy organization wholly owned by Government of the Punjab with its Head Office located in Lahore.

ECSP delivers comprehensive engineering solutions across all phases of project development, from project initiation and planning to execution, monitoring & evaluation, and closure. The firm's expertise spans a wide range of development sectors, including, but not limited to the following:

- Water Supply, Sanitation & Public Health Engineering
- Infrastructure & Structural Engineering (Roads, Bridges, underpasses, Buildings)
- Transportation Planning & Management
- Urban Planning & Development
- Power, Energy & Renewable Energy
- Public-Private Partnerships (PPP)
- Environmental & Climate Services

ECSP provides its services to both public and private sector clients, operating with a strong commitment to quality, innovation, integrity, and internationally recognized professional standards, while contributing to sustainable and impactful national development.

2. **OBJECTIVE OF THE ASSIGNMENT**

The objective of the financial audit of the Company is to enable the auditor to express an opinion in accordance with International Standards on Auditing (“ISAs”) as applicable in Pakistan that: the financial statements present a true and fair view of the financial performance of the entity or that the financial statements are prepared and presented in accordance with the applicable financial reporting framework.

Pursuant to the Companies Act, 2017, Public Sector Companies (Corporate Governance) Rules, 2013, the Company intends to appoint a “Chartered Accountant Firm”, having the following eligibility, to carry out the audit of Financial Statements of the Company **for Fiscal Year 2017-2018 till Fiscal Year 2020-2021**. As per the scope and duties defined in the Companies Act, 2017, Public Sector Companies (Corporate Governance) Rules, 2013 (as amended to date) and International Standards on Auditing (ISAs) as applicable in Pakistan:

Satisfactory rating under the Quality Control Review program managed by the Institute of Chartered Accountants of Pakistan; Its name in the State Bank of Pakistan's Panel

of Auditors under Category 'A'; Registered with Audit Oversight Board In depth experience of delivering similar/comparable services to Public Sector/Private Companies/Organizations/International Donors or Donors assisted projects and preferably having international association with Audit Firms;

3. SCOPE OF SERVICES

3.1 Consultant (the auditor firm) shall conduct annual Statutory Audits of the financial statements of the Company for each financial year from 2017–2018 to 2020–2021 in accordance with the accounting and reporting standards as applicable in Pakistan, which comprises of:

- International Financial Reporting Standards (IFRS) issued by the International Accounting Standards Board (IASB) as notified under the Companies Act 2017;
- Islamic Financial Accounting Standards (IFAS) issued by the Institute of Chartered Accountants of Pakistan as notified under the Companies Act, 2017; and
- Provision of and directives issued under the Companies Act, 2017.
- Where the provisions of and directives issued under the Companies Act, 2017 differ from the IFRS Standards or IFAS, the provisions of and directives issued under the Companies Act, 2017 have been followed.

The audit of financial statements to be carried out in accordance with the International Standards on Auditing as applicable in Pakistan.

3.2 Review of statement of compliance with the Public Sector Companies (Corporate Governance) Rules 2013.

4. REPORTING REQUIREMENTS

The auditor will provide the following reports to the management of ECSP:

- a) Inception Report, including audit plan and work schedule;
- b) The Auditor's Reports, separate for FY 2017–18, 2018–19, 2019–20, 2020–21;
- c) Statement of the Compliance as required under Public Sector Companies (Corporate Governance) Rules, 2013 for each financial year;
- d) Management Letter, identifying Internal control weaknesses and recommendations to rectify the identified weaknesses, separate for each financial year;
- e) Consolidated Summary Report, comparative analysis of all four years;
- f) Presentation to Management/Audit Committee, key findings and recommendations;
- g) Providing any other related clarification reasonably required by ECSP within the scope of external audit.

5. CORE TEAM OF EXPERTS

| Sr. No. | Designation | Qualification | Job Description (JD) |
|----------------|---|---|--|
| 1 | Engagement Partner | FCA / FCCA / FCMA or equivalent | Provides overall oversight; reviews and signs audit reports; ensures compliance and quality assurance. |
| 2 | Director Audit | CA / ACCA / ACMA or equivalent | Leads audit engagements; reviews work; supervises team; reports key findings to Partner. |
| 3 | Assistant Manager Audit / Senior Audit Associates | CA / ACCA / ACMA or equivalent | Conducts and supervises fieldwork; prepares/reviews working papers; supports reporting. |
| 4 | Audit Associate | CA (Finalist/Inter) / ACCA (Part Qualified) / ACMA (Part Qualified) or equivalent | Performs audit testing; prepares working papers; assists in evidence collection and documentation. |

6. DURATION OF THE SERVICES

The audit engagement shall cover four (4) financial years, namely FY 2017–2018, FY 2018–2019, FY 2019–2020, and FY 2019–2021.

The total duration for completion of the assignment shall be six (6) to seven (7) months from the date of commencement or issuance of the Letter of Award, whichever is earlier.

7. ROLE OF CLIENT

ECSP shall provide access to financial records, management accounts, staff, and premises; facilitate coordination; and review and respond to audit observations in a timely manner.

8. PROFESSIONAL LIABILITY OF CONSULTANT

The Consultant shall maintain Professional Indemnity Insurance covering liabilities arising from errors, omissions, or negligence in the performance of services under this Contract. The Consultants' Professional liability shall only be as mentioned in Punjab Procurement Rules 2014 Rule 54 [Professional liability of Consultant] to the extent as applicable in the prevalent conduct and practices of consulting engineers prescribed by Pakistan Engineering Council in "Pakistan Engineering Council (Conduct and Practice of Consulting Engineers) Bye-laws, 1986.