

COMPANY (PAKISTAN) LIMITED

(Under Members' Voluntary Liquidation)

Pakistan Planning and Management Institute (PPMI) Complex, Sector H-8/1, Islamabad

REQUEST FOR PROPOSAL (RFP)

Hiring of Chartered Accountant Firm for Financial Audit, Review of Accounts and Financial Statements and Advisory Services

RFP Ref No: NCCPL/MVL/CA/2026/01

Procurement Method: Single Stage – Two Envelope Procedure

Selection Method: Least Cost Selection/ Quality & Cost-Based Selection

1. Introduction & Background

1.1 National Construction Company (Pakistan) Limited (NCCPL), administratively concerned with the Ministry of Planning, Development and Special Initiatives, Government of Pakistan, is currently undergoing **Members' Voluntary Liquidation (MVL)** under the applicable provisions of the **Companies Act, 2017**.

1.2 The Liquidator of NCCPL invites proposals from ICAP-registered Chartered Accountant Firms for conducting financial audit, review of accounts and financial statements for the from **July 01, 2022, to June 30, 2025**.

2. Scope of Services (Terms of Reference - TORs)

The selected Chartered Accountant Firm shall perform the professional assignments/ Audit and Review Review of Accounts and Financial Statements for the period mentioned above.

3. Eligibility & Requirements

The proposals may be submitted by the partnership/ QCR firms who fulfil the following criteria:

- a) Registered Partnership / LLP Chartered Accountant firm with the Institute of Chartered Accountants of Pakistan (ICAP), with at least two partners.
- b) Possess a valid Satisfactory Quality Control Review (QCR) Rating from ICAP.
- c) Be on the Active Taxpayers List (ATL) of the Federal Board of Revenue (FBR) with active NTN and STRN registrations.
- d) Have minimum five (05) years operational standing with proven experience in auditing Public Sector Companies.
- e) Certificate to the effect that the firm is not blacklisted, debarred, or defaulted by any government, semi-government, or autonomous body.
- f) Registration on the E-Pak Acquisition and Disposal System (EPADS) portal.

4. Bidding Procedure & Submission Guidelines

Single Stage – Two Envelope Procedure shall be observed:

- **Envelope 1: Technical Proposal** (Marked "*TECHNICAL PROPOSAL - NCCPL MVL AUDIT*")
- **Envelope 2: Financial Proposal** (Marked "*FINANCIAL PROPOSAL - NCCPL MVL AUDIT*")

5. Technical Evaluation Criteria (100 Total Marks)

Technical proposals shall be evaluated out of **100 Marks**. The minimum qualifying technical score is **70 Marks**. Financial proposals of firms scoring below 70 Marks shall be returned unopened.

S #	Evaluation Parameter	Criteria	Marks
1.	Firm Profile & Standing	05+ years standing: 10 Marks	10
2.	ICAP Rating	Satisfactory ICAP QCT: 15 Marks	15
3.	Relevant Experience	Audits/ Review of Public Sector/ SOEs (5 Marks per assignment) Maximum 20 Marks Corporate Liquidation/ Winding up assignments (5 Marks per assignment) Maximum 10 Marks	30
4.	Proposed Team	<u>Engagement Partner</u> : FCA with 05 years-experience (10 Marks) <u>Audit Management</u> : ACA/ACCA with 05 years-experience (05 Marks) <u>Senior Audit Staff</u> : Qualified/ Part-qualified (05 Marks)	20
5.	Methodology & Plan	Understanding of MVL assignment, audit methodology, execution strategy and timeline.	25

6. Financial Proposal & Contract Award

- a) Financial Proposals of technically qualified firms (scoring 70 Marks) shall be opened publicly at a date communicated later.
- b) **Selection Method:** Under **Least Cost Selection (LCS)**, the technically qualified firm offering the **lowest lump-sum financial bid** (inclusive of all applicable direct/indirect taxes and out-of-pocket expenses) shall be awarded the contract.

7. Terms & Conditions

- 1) **Bid Validity:** Proposals shall remain valid for **ninety (90) days** from the deadline for submission.
- 2) **Tax Deductions:** Statutory tax deductions (Income Tax / Sales Tax) shall be made at source in accordance with taxation laws.

- 3) **Payment Terms:** Payments shall be milestone-based (e.g., 30% upon Draft Audit Report, 70% upon Final Certified Accounts & Audit Reports).
- 4) **Confidentiality:** The selected firm shall execute a Non-Disclosure Agreement (NDA) and maintain strict confidentiality regarding all company records.
- 5) **Rejection of Bids:** The Procuring Agency may reject all bids or proposals at any time prior to acceptance. Upon request, the Procuring Agency shall promptly communicate the grounds for rejection to any bidding firm, without requirement of justification.
- 6) **Redressal of Grievances:** Any bidder feeling aggrieved by any act of the procuring agency may lodge a written complaint to the Redressal of Grievances Committee within ten (10) days of announcement of the bid evaluation report.

8. **Address & Contact Information**

The Liquidator

National Construction Company (Pakistan) Limited
(Under Members' Voluntary Liquidation)
Pakistan Planning and Management Institute (PPMI) Complex,
Sector H-8/1, Islamabad, Pakistan
Email: arshadalichaudhary@gmail.com
Cell Phone: 0333-5163454

9. **Required Enclosures Checklist for Bidders**

- Covering Letter & Technical Proposal
- Financial Proposal (Lump-sum fee in separate sealed envelope)
- Valid ICAP Registration & QCR Satisfactory Certificate
- NTN & STRN Certificates with FBR Active Taxpayer Status
- Non-Blacklisting Affidavit on Stamp Paper
- Profile of Firm & CVs of Proposed Engagement Team
- Proof of SOE / Public Sector / Liquidation Audit Experience

10. **Submission of Bids**

The interested firms may submit bids through EPADS on or before closing hours as mentioned therein. Pay Order for Rs.30,000/- (Rupees Thirty Thousand only) in favour of the company as security money, may be submitted in original before closing hours. Technical proposals will be opened after half an hour of the closing time.



Arshad Ali Chaudhary
Liquidator
National Construction Co.(Pak) Ltd.