

Request for Proposals (RFP)
Hiring of Third-Party Audit Firm for Financial Audit of the PAVE Scheme
Engineering Development Board (EDB)
Ministry of Industries & Production, Government of Pakistan

Section I – Invitation to Bid

The Engineering Development Board (EDB), Ministry of Industries & Production, Government of Pakistan, invites sealed proposals (technical and financial, submitted separately) from reputed national and international audit firms of established repute for the conduct of Financial Audits under the Pakistan Accelerated Vehicle Electrification (PAVE) Scheme, launched in line with the New Energy Vehicle (NEV) Policy 2025–30.

The engagement covers the audit of subsidy disbursements, reconciliations, and financial flows related to the subsidization of 2.2 million EVs (2Ws & 3Ws) over five years, with subsidies exceeding PKR 100 billion.

Bidding shall be conducted under the Single Stage – Two Envelope Procedure in accordance with Rule 36(b) of the Public Procurement Rules, 2004.

Section II – Objectives

The objective is to engage an independent, ICAP/IFAC-accredited financial audit firm to:

- Ensure financial accountability, transparency, and compliance with GoP financial regulations and PPRA Rules 2004.
- Verify subsidy disbursements against approved criteria and reconcile financial flows.
- Safeguard against fraud, misreporting, and misuse of public funds.
- Prepare quarterly audit and exception reports with actionable recommendations.

Section III – Scope of Work

The firm shall be required to:

1. Audit the subsidy disbursement process under the PAVE scheme.
2. Reconcile financial flows with approved allocations and utilization.
3. Pre-audit and verify subsidy claims for self-finance option against validated product deliveries.
4. Verify subsidy claims for bank-finance option against validated product deliveries.
5. Conduct compliance audit in line with the Public Financial Management Act, 2019.
6. Prepare quarterly and annual consolidated reports for EDB/MoIP.

Section IV – Eligibility Criteria

Eligible firms must:

- Be registered with ICAP/IFAC or internationally recognized audit regulators.
- Have a minimum of 10 years' experience in public sector financial audits.
- Have completed at least 3 large-scale financial audit assignments (government or multilateral subsidy/grant programs).
- Employ at least 5 ICAP-qualified Chartered Accountants and 3 certified public finance auditors.
- Demonstrate capacity in financial IT system audits, subsidy reconciliations, and banking integrations.

- Have an annual turnover ≥ PKR 100 million.
- Submit a Conflict of Interest Declaration confirming independence from OEMs/vendors.

Section V – Proposal Submission Guidelines

- Proposals must be submitted under the Single Stage Two-Envelope Method:
 - Envelope I – Technical Proposal
 - Envelope II – Financial Proposal
- Proposals must include:
 - Legal status and certificate of incorporation/registration.
 - ICAP/IFAC registration certificate.
 - Audited financial statements for the last 3 years.
 - List of comparable assignments completed.
 - CVs of key audit staff.
 - Proposed methodology, audit framework, and reporting timelines.
- Financial proposals must provide:
 - Year-wise quoted fee (Year 1, Year 2, Year 3).
 - Grand total (cumulative cost) for three years.
- Proposals must be phased-wise with price validity of three years.
- Bidders must submit a Bid Security @ 2% of the total bid price (refundable, in the form of CDR/Bank Guarantee in favor of DDO, EDB).
- Proposals shall remain valid for 90 days from the date of submission.

Section VI – Evaluation Criteria

- **Technical Proposal – 70% Weightage**
 - Relevant financial audit experience – 25%
 - Team qualifications – 20%
 - Methodology & approach – 15%
 - Accreditation & compliance – 10%
- **Financial Proposal – 30% Weightage**
 - Year-wise costs will be evaluated for reasonableness.
 - Total three-year cost will be considered for final ranking.
- Only technically qualified firms (≥70%) shall have their financial bids opened.

Section VII – Deliverables

- Quarterly financial audit reports.
- Reconciliation statements (allocation vs. disbursement vs. claims).
- Exception reports identifying anomalies, fraud, or misuse.
- Annual consolidated reports for MoIP/EDB/PMO.

Section VIII – Contract Duration & Terms

- Contract period: initially three (03) years, extendable up to scheme completion (5 years) based on performance and mutual consent.
- Firms shall be engaged on a year-wise fee basis with cumulative total cost approved.
- Reporting: Directly to CEO-EDB
- Payment: As per agreed milestones, subject to satisfactory completion of deliverables.

- Confidentiality: All data and reports shall remain property of the Government of Pakistan.
- Termination: EDB reserves the right to terminate the contract for non-performance, breach, or misconduct.
- Blacklisting: Firms found guilty of fraud, concealment, or conflict of interest shall be blacklisted under Rule 19 of PPRA Rules, 2004.

Section IX – Submission Deadline & Contact

- Deadline for submission: [23-10-2025 1100HRS].
- Opening date and time : [23-10-2025 1130HRS].
- Address: Engineering Development Board(EDB) EDB Complex, 5-A Constitution Avenue, Islamabad.
- Phone: 051-9205595-98 | Email: ceo@edb.gov.pk

EDB reserves the right to accept or reject any/all proposals in line with PPRA Rules 2004.
(Issued with approval of Competent Authority)