

Terms of Reference (TORs)
For Pre-Qualification of 3rd Party Audit Firms (Process & Product Audit)
Engineering Development Board (EDB)
Ministry of Industries & Production
Government of Pakistan

1. Introduction & Background

The **Engineering Development Board (EDB)**, under the **Ministry of Industries & Production (MoIP)**, is responsible for promoting indigenization, compliance, and development of Pakistan's engineering sector.

As part of the **New Energy Vehicle (NEV) Policy 2025–30**, the Government of Pakistan has launched the **PAVE Scheme**, targeting the subsidization of **2.2 million EVs over 5 years**, including major share for two- and three-wheelers. To ensure integrity, transparency, and alignment with global best practices, EDB seeks to pre-qualify independent 3rd Party Audit Firms (national & international repute) for process and product audits.

2. Objectives of the Assignment

- Ensure transparency, due diligence, and compliance with PPRA Rules 2004 in the pre-qualification of OEMs and evaluation processes.
- Conduct rigorous technical and product validation audits of the Qualified and Selected OEMs in line with NEV Policy 2025–30.
- Strengthen stakeholder confidence by ensuring independent oversight and verification.
- Prevent malpractice, favoritism, or misrepresentation in the OEM pre-qualification and product delivery stages.

3. Scope of Work

Task 1: Process Audit

- Audit of EDB's PQ process for OEMs:
 - Review of RFPs, bidding documents, evaluation criteria.
 - Audit of bid receipt, opening, evaluation, and PQ outcomes.
 - Verification of adherence to PPRA procurement framework.

Task 2: Product Audit

- Verification and validation of EV models post e-balloting:
 - Compliance with EDB approvals, NEV specifications, and safety and quality standards as approved by EDB/MoIP.
 - Laboratory testing of critical components (battery, motor, controller, chassis).
 - Random post-delivery field inspections to ensure conformity with approved designs.

4. Eligibility Criteria

Firms must demonstrate:

- Registration with SECP, ICAP, or equivalent international regulatory body.
- Accreditation under ISO/IEC 17020/17065.
- Minimum 10 years' experience in industrial/automotive/EV audits.
- Minimum 3 assignments of technical/product validation for government or multilateral agencies.
- Qualified team: At least 5 professional engineers and 2 ISO 19011-trained auditors.
- Annual turnover $\geq$ PKR 50 million.
- Signed declaration of independence & conflict of interest.

5. Proposal Submission

- **Single Stage Two-envelope method:** technical & financial proposals separately.
- Proposals to be submitted in hard copy (sealed) and soft copy (portal/USB).
- Must include: company profile, legal documents, audited financials (3 years), proof of assignments, staff CVs.
- Phased-wise financial proposal with price validity for one year.

6. Evaluation

- Technical Evaluation (70%): Experience, methodology, staffing, compliance.
- Financial Evaluation (30%): Cost competitiveness (LCS/CQS methods under PPRA).
- Minimum technical score: 70% for financial bid opening.

7. Deliverables

- Process audit reports.
- Product validation reports.
- Laboratory testing certificates.
- Exception & compliance reports.

8. Contract Terms

- Duration: 1 year (renewable based on performance).
- Reporting: Directly to CEO-EDB.
- Strict adherence to timelines and PPRA provisions.

Government of Pakistan
Ministry of Industries & Production
Engineering Development Board (EDB)

SHORT TENDER NOTICE

REQUEST FOR PROPOSALS (RFP)

Prequalification for Process & Product Audit

Prequalification of Third-Party Audit Firms for Process & Product Audit
(NEV Policy 2025-30 / PAVE Scheme)

The Engineering Development Board (EDB), Ministry of Industries & Production, Government of Pakistan, invites sealed proposals (technical & financial) from reputed national and international Third-Party Audit Firms to prequalify for undertaking Process & Product Audits under the New Energy Vehicle (NEV) Policy 2025-30.

The engagement covers audits of Pre-Qualification (PQ) process of EV OEMs and product verification/validation after e-balloting under the PAVE Scheme (target: 2.2 million EVs over 5 years).

Eligibility

- i. Registered with SECP/ICAP or internationally recognized bodies.
- ii. Accreditation under ISO/IEC 17020/17065.
- iii. Minimum 10 years' relevant experience in industrial/automotive audit.
- iv. At least 3 comparable assignments (Govt./multilateral).
- v. Qualified staff (engineers, ISO 19011-trained auditors).
- vi. Annual turnover $\geq$ PKR 50 million.

Submission Details

- i. Two-envelope method (technical & financial separately).
- ii. Proposals must be phased-wise with price validity of one year.
- iii. RFP documents (including detailed TORs) may be downloaded from www.engineeringpakistan.com and www.ppra.org.pk
- iv. Deadline for submission: 04-12-2025 (1100 HRS)
- v. Opening date and time: 04-12-2025 (1130 HRS)
- vi. Address: EDB Complex, 5-A Constitution Avenue, Islamabad.
- vii. Contact: 051-9205595-98 | Email: ceo@edb.gov.pk

EDB reserves the right to accept/reject any or all proposals as per PPRA Rules 2004.

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