

EXPRESSION OF INTEREST (EOI)
FOR APPOINTMENT OF STATUTORY (EXTERNAL) AUDITORS

1. Employees Old-Age Benefits Institution (EOBI) is a statutory body established under the EOB Act, 1976. Core functions of the Institution include Registration of Employers & employees, collection of contribution & disbursement of pension, Investment and fund management. The annual accounts of the Institution are subject to audit by the firm of Chartered Accountants.
2. EOBI seeks Expression of Interest (EOI) from Category "A" of the auditing firms as mentioned by the State Bank of Pakistan panels of auditors for appointment as statutory auditors of the Institution for a period of 02 years (i.e. F.Y 2016-17 to 2017-18) which is extendable to next three financial years.
3. The Statutory (External) Auditors are required to carry out their Audit in accordance with International Accounting Standard Board (IASB) as are notified by Securities and Exchange Commission of Pakistan and EOBI (Audit & Accounts) Rules 1977.
4. Request for Proposals (RFP) may be downloaded from the website of PPRA & EOBI or email request or in person by the firms fulfilling the following criteria:
 - having valid Income Tax registration certificates;
 - minimum experience of 20 years in the profession and having satisfactory QCR rating of ICAP;
 - Registered on State Bank of Pakistan's Panel of Auditor in "A" category.
 - experience of providing Audit Services to at least 10 Listed Private companies in the last 5 years;
 - experience of providing Audit Services to at least 5 Government / Semi Government Organization in the last 5 years;
 - having at least 20 Chartered Accountants employed with the firm including Partners & Managers (who are members of ICAP or similar international bodies) on the bid submission date.
5. EOBI reserves the right to reject any or all the proposals as per PPRA rules. The Firms providing unsubstantiated and/or incorrect information are liable to legal action and /or disqualification.

Interested Chartered Accountant Firms may submit their bids on or before **30-11-2021** till **11:00 AM** through registered post or any courier service or in person at the address mentioned below. Only Technical Bids will be opened on the same day at **11:30 AM** in presence of firms' authorized representatives; on the bids opening date. Technically compliant proposals having 70% score will qualify for opening of financial bids.

Director (GAD)
EOBI Head Office, 190/1/B, Block-2, PECHS,
Nursery, Karachi. Ph. No. 021-34328020, 0321-8405013
web: www.eobi.gov.pk

Employees' Old-Age Benefits Institution
REQUEST FOR PROPOSAL
Audit Services

1. **Introduction:** Employees Old-Age Benefits Institution (EOBI) is a statutory body established under the EOB Act, 1976. Core functions of the Institution include registration of Employers & employees, collection of contribution & disbursement of pension, Investment and fund management. The annual accounts of the Institution are subject to audit by the firm of Chartered Accountants as per stated in Section 19 of the EOB Act, 1976.

2. Instructions to Participants:

A. In tendering process Single stage – two envelope procedure for the award of contract will be followed. The sealed bids (separately marked as technical and financial) along with the documents/information should reach to the office of Director GAD (address as mentioned in EOI)

B. The bid envelope shall clearly be marked as “**PROPOSAL FOR AUDIT SERVICES**” and “Not to be opened before **30-11-2021 11:30 AM**”. The bidders may request any clarification before 25-11-2021. Any request for clarification must be sent to email ID: **shakil.ahmed_f@eobi.gov.pk** or through courier to address: “Director Finance EOBI Head Office, 190/1/B, Block-2, PECHS, Nursery, Karachi” (Telephone Nos. **021-34328020, 0300-3614647**)

3. Proposal Requirements:

A. Technical Proposal:

i. Quality

- Partners & Staff detail including their memberships with professional bodies (Local & International)
- Internal Quality Review Process of audit services
- Must be enlisted on State Bank of Pakistan’s Panel of Auditor in “A” category.

ii. Experience

- Experience of providing Audit Services to Govt. / Semi Govt. Organization
- Experience of providing Audit Services to listed private companies.
- Experience of at least 1 Commercial Bank

4. Terms of Reference

The audit assignment would comprise of Audit of the Annual Accounts (Consolidated & Unconsolidated) of the Institution for the Financial Year 2016-17 to 2017-18 which is extendable to next three financial years. Audit assignment is to be completed as per requirements of Section 19 of the EOB Act, 1976 in line with international and local best practices and guidelines / principles / laws of financial reporting.

5. Evaluation Criteria:

The services of Statutory (External) Auditors shall be hired on the basis of **Quality and Cost Based Method** of Selection of Consultants as per PPRA's Procurement of Consultancy Services Regulations, 2010.

Technical and Financial Evaluation

Evaluation Criteria for Technical Proposals is given as under:

Sr. No	Criteria	Total Marks	Range	Marks
1	No. of Partners (Atleast 5; List to attached)	15	5-10	5
			11-20	10
			21 & Above	15
2	No. of Qualified Chartered Accountants Employed by Firm (Min 20)	20	20-30	5
			31-40	10
			41-50	15
			51 and above	20
3	Experience of at least 5 Govt. / Semi Govt. Organizations in last 5 Years	15	5-10	5
			11-15	10
			16 and above	15
4	Audit experience of at least 10 listed private companies in last 5 Years	30	10-15	10
			15-20	20
			20 & above	30
5	No. of Offices in Pakistan (At least 2)	10	2	5
			3 & above	10
6	Experience of at least 1 Commercial Bank in last 5 years	10	1	5
			2 & Above	10

- Supporting documents to be attached with for each evaluation criteria and essential requirements.

- **Financial Proposal**

Financial Proposals of Audit Firms having minimum technical score of 70% will be opened. The Audit Firm getting maximum marks on 70-30 weightage (70% for Technical and 30% for Financial) will be selected as Auditors. Total Audit Fess having components of Audit fees and Out of Pocket expenses mentioned separately, must be clearly mentioned for each year.

Financial Score will be determined as under:

$$\text{Financial Score} = [\text{Lower Price} / \text{Price of the Proposal under consideration}] * 100$$

Maximum 30 Points

Example:

Sr. No.	Name of Bidder	Marks obtained in Technical Bid	Total Financial Bid (Rs.)
1	A	95	140
2	B	89	110
3	C	58	Not opened
4	D	78	100
5	E	80	90

Sr. No.	Name of Bidder	Technical evaluation after assigning 70% Weight	Financial evaluation after assigning 30% weight	Total Marks (Tech. + fin)
1	A	$95/95*70=70.00$	$90/140*30=19.28$	89.28
2	B	$89/95*70=65.57$	$90/110*30=24.54$	90.11
3	D	$78/95*70=57.47$	$90/100*30=27$	84.47
4	E	$80/95*70=58.94$	$90/90*30=30$	88.94

In this way Bidder “B” will be evaluated lowest with highest marks of 90.11.

6. Award of Service Contract

Service contract shall be awarded to the audit firm getting the maximum score as per evaluation criteria. If the maximum score is the same for different firms, the firm with lowest bid shall be awarded the contract.



EMPLOYEES' OLD-AGE BENEFITS INSTITUTION

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