



# ALLAMA IQBAL OPEN UNIVERSITY ISLAMABAD

## REQUEST FOR PROPOSALS' NOTICE HIRING OF EXTERNAL AUDITOR (CHARTERED ACCOUNTANT) FOR ENDOWMENT FUND AUDIT

Activity Ref. No.	:	28/2024-25			
Procurement Method	:	Single Stage-One Envelope [1S1E]			
Date & Time for Submission of Proposals	:	Date:	20-02-2025	Time:	1030 Hours, PST
Date & Time for Opening of Proposals	:	Date:	20-02-2025	Time:	1100 Hours, PST

Allama Iqbal Open University (AIOU), Islamabad has allocated funds for acquiring non-consulting services including conduct of external audit of the Financial Statement of Endowment Fund through “**Chartered Accountancy Firm**”, planned during the financial year 2024/25. The University now invites “**Sealed Proposals**” from experienced and well-established Chartered Accountancy Firms, duly authorized to practice in the country, having registration with Income & Sales Tax Departments for providing services, listed in the category ‘**A**’ list of the State Bank of Pakistan to carry out the audits and having a satisfactory Quality Control Rating from the Institute of Chartered Accountants in Pakistan (ICAP).

The auditors shall express an independent professional opinion as to whether the financial statements present fairly, in all material respects, the financial position of the Fund, in accordance with the applicable Financial Accounting and Reporting Standards. The audit shall be carried out in accordance with the International Standards on Auditing (ISAs).

The procurement process shall be conducted in line with the “**Single Stage-One Envelope**” procedure of the Public Procurement Rules 2004 and any Regulations, Regulatory Guides, Procurement Guidelines or Instructions issued by the Authority (from time to time) and is open to all the eligible and qualified firms having the following:

<b>Technical Competence:</b>	Relevant experience of the firm(s) in the last ten (10) years, in conducting audits, systems/processes assurance, pre-award assessments and control evaluations.
<b>Management Competence</b>	Annual Turnover from professional services exceeding Rs. 200 Million, having at least ten (10) partners and two hundred (200) professional staff with their list, qualification, experience address and proof that they are in the employment of the firm.
<b>Geographical Experience</b>	In depth experience of delivering similar/comparable services to Public Sector Organizations/Department, International Donors or Universities in Pakistan.

Proposal(s) must be accompanied by a **Proposal Security** of required amount, in an acceptable form as given in the Request for Proposal Document as well as appearing at **e-PADS**. The scanned copy of Proposal Security must be uploaded through **e-PADS** and hardcopy must be submitted physically as instructed below.

**Request for Proposal Document** containing detailed terms & conditions of the bidding process, can be **downloaded** from <https://eprocure.gov.pk> free of cost. Interested Service Provider are requested to register themselves on **e-PADS** (<https://eprocure.gov.pk/#/supplier/registration>) and submit their Proposals accordingly. In case of any query/ technical difficulty in using **e-PADS**, the prospective Service Provider(s) may directly contact Public Procurement Regulatory Authority (PPRA), 1<sup>st</sup> Floor, FBC Building, Sector G-5/2, Islamabad (UAN: 051-111-137-237).

The Proposal(s) prepared in accordance with the instructions mentioned in the procurement activity’s **Request for Proposal Document**, must be submitted through **e-PADS** at <https://eprocure.gov.pk> by or before **1030 hours PST** on the closing date for procurement activity mentioned above. Whereas, the **Proposal Security** instrument, in original, in sealed envelope(s), duly mentioning the Name & Ref. Number of the procurement activity on the envelope(s), must be delivered at the aforementioned address one day before the proposals’ submission due date & time. The proposals at **e-PADS** will be opened at **1100 hours PST** through **e-PADS** on the closing date for procurement activity in the presence of Service Providers’ representatives who shall choose to attend the proposals’ opening session to be held at **Committee Room of Sir Syed Hall, Block No. 24, AIOU Main Campus, Sector H-8, Islamabad**.

This advertisement is available at website of PPRA & AIOU at [www.ppra.org.pk](http://www.ppra.org.pk) and [www.aiou.edu.pk/tender-notice](http://www.aiou.edu.pk/tender-notice), respectively.

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