



University of Balochistan, Quetta

Re-tender Notice of Request for Quotation & Proposal

The University of Balochistan, Quetta invites sealed tenders under Rule 36(b) of the Public Procurement Rule (PPRA), 2004, from Chartered Accountants Firms for following services:

- Physical verification and tagging of fixed assets, including determination of costs and written down value of fixed assets;
- Development of Standard Operating Policies and Procedures in the form of a Manual for business processes relevant to the Finance function of the University.
- Designing of chart of accounts under the double entry accounting system, preparation of general ledger, trail balance and financial statements of the University for the year ending June 30, 2021; and
- Conducting training of the staff of the University with respect to the double entry accounting system and the standard operating policies and procedures.
- Automation of Accounts.

The firm should be an Audit Firm enlisted in Category-A of the Auditors issued by the State Bank of Pakistan and should have satisfactory QCR rating by ICAP.

The tender document containing instructions and terms and conditions can be obtained from Cash Section, Admin Block of the University of Balochistan, Quetta on any working day, within working hours, against submission of the formal request of the firms letterhead along with the payment of Rs 5,000 (Non- Refundable) in the shape of pay order / bank draft. Tender Documents are also available on University website: www.uob.edu.pk.

The single stage two envelopes sealed bid is to be submitted in one packet containing two separate envelopes marked '**TECHNICAL PROPOSAL**' and '**FINANCIAL PROPOSAL**' with 2% earnest money (CD/DD) in favor of University of Balochistan, Quetta. The proposals shall be reach at the office of the Treasurer on till 11:00 am ,on dated 23-8-2021,(Monday). **Technical proposal** would be opened at 11:30 am, on the same day in presence of bidders / their authorized representatives in the office of Treasurer of the University of Balochistan, Quetta

The University reserves the right to accept and/or reject any or all bids and to annul the bidding process at any time, as per PPRA rules. All correspondence on the subject may be addressed to the undersigned.

Treasurer
University Of Balochistan, Quetta.
Sariab Road Quetta.
Ph:081-9211292
www.uob.edu.pk