



No. 6-5/INV/2025-26
**GOVERNMENT OF PAKISTAN
ESTABLISHMENT DIVISION
FEDERAL EMPLOYEES BENEVOLENT FUND
AND GROUP INSURANCE**

**Invitation of Expressions of Interest (Eoi) from Professional
Consultancy firms/Companies**

Expressions of interest are hereby invited from professional Consultancy Companies who are on Active Taxpayer list of the Federal Board of Revenue, for **preparation of Third Party Evaluation report on Federal Employees Benevolent & Group Insurance Funds** to assess & recommend on the following deliverables (Detailed TORs will be issued to prequalified bidders):

- i. Financial Performance and Investment Management
- ii. Resource Utilization and Efficiency
- iii. Human Resource and Institutional Capacity
- iv. Operational Performance
- v. Benefits Adequacy and Relevance
- vi. Governance, Compliance, and Risk Management
- vii. Impact Assessment

2. Interested firms, to carry out the above exercise, are requested to submit their proposal/Expression of Interest by providing the following information:

- i. SECP registered firm/company/consultancy with at least 15 years of relevant experience;
- ii. Demonstrated experience in third party evaluations, financial audits and performance reviews of public & private sector, insurance, pension, or welfare funds;
- iii. In house availability of qualified professionals with expertise in HR, Finance, Insurance, audit, I.T, Actuarial studies, Public Administration, Governance etc.
- iv. Proven track record of completing similar assignments for government or autonomous bodies;
- v. Valid NTN with Active tax payer status, GST registration (if applicable), and compliance with all applicable tax laws.

3. Quality & Cost Based Selection (QCBS) for procurement of consultancy services as specified in Rule 36(b) of PPRA Rules 2004 read with Regulation 3 (B) of the Procurement of Consultancy Services Regulations, 2010 will be followed. In this regard the interested bidders shall submit their interest in the form of an Expression of Interest (Eoi). Eoi documents, containing detailed terms and conditions, can be downloaded from EPADS/PPRA website i.e. www.eprocure.gov.pk

Other Conditions

4. The firms shall submit proposals in accordance with the instructions contained in the Eoi on EPADS/PPRA website which is mandatory, through forwarding letter on company's letter head duly signed by the authorized Officer. The last date for submission of proposals is 4th **June, 2026** on or before **11:30 AM** after which no proposal shall be entertained. Eoi documents submitted on EPADS (mandatory) will be opened on the same date at **12:00 noon** in the presence of authorized representative of firms who may choose to attend the session. The firms shall be evaluated & prequalified on the basis of information criteria provided in the Eoi. The short-listed bidders will be provided the detailed RFP document to submit their offer in the form of Technical and Financial bids on EPADS/PPRA and a pre-bid meeting (if required) can also be convened to discuss the requirements of Technical Proposals.

5. The FEB & GIF reserves the right to accept or reject all the proposals at any time prior to award without any reason as per PPRA Rules, 2004.

For further details, please visit: www.ppra.org.pk or www.febgif.gov.pk

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Federal Employees Benevolent and Group Insurance Funds, Islamabad (FEB & GIF)

Expression of Interest (Eoi)
for Third Party Evaluation of Federal Employees Benevolent &
Group Insurance Funds — 2026

FEB & GIF, Islamabad

Federal Employees Benevolent and Group Insurance Funds, Islamabad (FEB & GIF)

Expression of Interest (Eoi)

The Federal Employees Benevolent and Group Insurance Funds (FEB & GIF) is a statutory body operating under the Establishment Division, Government of Pakistan. The affairs of FEB & GIF are administered by a Board of Trustees headed by the Secretary, Establishment Division. The organization manages contributory welfare schemes for Federal Government employees and their families, providing financial assistance under eleven (11) welfare schemes. Surplus funds are invested in approved profitable ventures to ensure sustainability and growth of the Fund. FEB & GIF vision and mission statements are as follows:

Vision

"We support our beneficiaries and their families in their time of need, by providing them with guaranteed and secure benefits, as mandated."

Mission statement

- Mobilize contributions through the marketing of cost effective and attractive benefits to current and potential contributors.
- Provide timely and useful benefits with the contributions and by adopting Best Practices in Fund Management.
- To provide our beneficiaries with best class service by using state of the art technology, a professional work-force and an environment that fosters quality and professionalism.

2. Since launch of the Benevolent and Group Insurance Fund schemes in 1969 and subsequent amendments in scope and rates of welfare schemes from time to time, the operational, financial, and regulatory environment has evolved significantly. In this context, FEB & GIF intends to engage an independent consultancy firm to conduct a Third Party Evaluation (TPE) of the organization to assess the effectiveness, efficiency, governance, and impact of its operations.

3. Expression of Interest (EOI) is invited for **Third Party Evaluation** from independent consultant/firms on the basis of the following terms:

1. SECP registered firm/company/consultancy with at least 15 years of relevant experience;
2. Demonstrated experience in third party evaluations, financial audits, or performance reviews of public sector, insurance, pension, or welfare funds;
3. In house availability of qualified professionals with expertise in HR, Finance, Insurance, Actuarial studies, Public Administration, Governance etc.

4. Proven track record of completing similar assignments for government or autonomous bodies;
5. Valid NTN with Active tax payer status, GST registration (if applicable), and compliance with all applicable tax laws.

Requirements for the Expression of Interest (Eol)

4. The interested bidder will provide detailed introduction of the company alongwith contact details/address etc. The bidder shall provide the following information alongwith documentary evidence with the Eol:

Mandatory information to be provided by the bidder:

- (i) Certificate of Incorporation of the firm/company issued by the SECP.
- (ii) A declaration regarding non-black listing of the firm by any forum is required to be provided on **stamp paper (preferably e-stamp paper)** worth Rs. 100 duly attested by the Oath Commissioner (**Original will be obtained later on once the firm is shortlisted**).
- (iii) Provide Size and description of staff, including organizational chart. Technical staff competence details must be included.
- (iv) Provide Last three years' financials of the firm. (Copies of Balance Sheet and Profit & Loss statements only)
- (v) A description of the experience and capabilities to conduct such evaluation
- (vi) Proposed Methodology for the evaluation.
- (vii) Copies of atleast two similar assignments performed by the firm during last five years.
- (viii) Extract from Active Tax Payer list of the FBR showing name of the company.

Evaluation Criteria

5. The Expression of interest (Eol) received with above information through EPADS/PPRA duly supported by the required documents will be evaluated to ensure that the bidder have the required prerequisite qualifications and have provided mandatory information. Non/incomplete provision of mandatory information would render the Eol as non-responsive. The short-listed bidders will be issued the RFP document containing detailed information to submit Technical and Financial proposals for the said evaluation on EPADS.