PAKISTAN ENGINEERING COUNCIL (PEC)
Request for Financial Proposal (RFP)
Hiring of Financial Consultant Firm for Development of Integrated Financial Business Plan & Sustainability Framework

1. Introduction:

The Pakistan Engineering Council (PEC) is a statutory autonomous body established under the PEC Act, 1976 for regulation of the engineering profession, engineering education, and engineering practice in Pakistan.

PEC intends to engage a qualified and experienced financial consultant firm for the development of an Integrated Financial Business Plan & Sustainability Framework aimed at establishing a comprehensive short-term, medium-term, and long-term financial planning and sustainability mechanism for the Council.

Pre-qualified financial consultant firms are invited to submit financial proposal in accordance with the requirements outlined in this Request for Proposal (RFP).

2. Procurement Method

The procurement shall be conducted in accordance with the applicable provisions of the Procurement of Quality Base Selection (QBS) of the Consultancy Services Regulation of the PPRA.

PEC reserves the right to accept or reject any proposal under relevant provisions of PPRA Regulation.

3. Objectives of the Assignment

The key objectives of the assignment include:

- Assess PEC's current financial and operational position;
- Analyze all major revenue streams and expenditure centers;
- Assess sustainability and profitability of operational/service functions;
- Develop integrated short-term, medium-term, and long-term financial projections;
- Identify operational inefficiencies, high-cost areas, and expenditure optimization opportunities;
- Support PEC in prioritization and sequencing of future strategic initiatives;
- Develop financial sustainability scenarios;
- Establish a practical financial planning framework for evidence-based management decisions;
- Develop a cost center-based financial analysis framework for PEC operations;
- Establish a long-term financial sustainability and resilience framework for PEC.

4. Strategic Planning Horizons

Short-Term Financial Roadmap (1–2 Years)

- Financial stabilization;

- Operational efficiency;
- Immediate revenue enhancement opportunities;
- Cost optimization and cash flow management.

Medium-Term Institutional Sustainability Framework (3–5 Years)

- Diversification of PEC revenue streams;
- Development of financially sustainable operational models;
- Cost recovery mechanisms for PEC services and programs;
- Financial restructuring of high-cost operational areas;
- Head office, Regional, and Unit wise financial optimization;
- Service-wise financial performance benchmarking;
- Reserve fund strengthening strategy; and
- Multi-source income sustainability planning.

Long-Term Strategic Financial Outlook (6–10 Years)

- Strategic institutional growth;
- Infrastructure expansion implications;
- Long-term reserve and fund sustainability;
- Strategic investment and resilience planning;
- Scenario-based financial sustainability projections;
- Long-term capital allocation framework; and
- Economic and operational stress-testing models.

5. Scope of Work

The selected consulting firm shall undertake the following activities:

Phase 1 – Project Inception & Institutional Assessment

- Kick-off meeting with PEC leadership;
- Work plan and stakeholder mapping;
- Institutional, operational, and policy review.

Phase 2 – Financial & Operational Baseline Assessment

- Historical financial review;
- Budget and treasury assessment;
- Audit and governance review.

Phase 3 – Revenue & Cost Structure Analysis

- Revenue stream mapping;
- Cost allocation and profitability analysis;
- Sustainability and cross-subsidization assessment.

Phase 4 – Integrated Financial Forecasting

- Development of short-, medium-, and long-term projections;
- Financial statements and sustainability indicators;
- Forecast assumptions framework.

Phase 5 – Strategic Scenario Modeling

- Growth and expansion scenarios;
- Best-case, base-case, and stress-case analysis;
- Financial risk and sustainability assessment.

6. Deliverables

- Inception Report;
- Institutional & Financial Baseline Assessment;
- Revenue & Cost Structure Analysis;
- Integrated Financial Business Plan;
- Short-Term Financial Roadmap;
- Medium-Term Sustainability Framework;
- Long-Term Strategic Financial Outlook;
- Integrated Financial Forecasting Model;
- Scenario Analysis Report;
- Final Presentation to PEC Leadership.

7. Duration of Assignment

- The assignment is expected to be substantially completed within 8 weeks from commencement. The consultant shall provide a detailed milestone-based implementation schedule at project inception.

8. Expected Outcomes for PEC

The assignment is expected to enable PEC to establish, for the first time, a structured and integrated financial planning framework aligned with its institutional mandate, operational responsibilities, and long-term strategic vision.

The expected outcomes of the assignment include:

- Development of a practical financial roadmap for short-term, medium-term, and long-term institutional planning;
- Improved financial visibility for informed policy and management decision-making;
- Better alignment of institutional priorities with available financial resources;
- Enhanced financial sustainability and resource optimization across PEC functions and service streams;
- Identification of operational inefficiencies, financial risks, and potential revenue enhancement opportunities;
- Improved planning and management of future capital and infrastructure development commitments;

- Establishment of an evidence-based framework for evaluating future strategic initiatives and expansion plans;
- Strengthened institutional capacity for budgeting, forecasting, and financial management; and
- Availability of an integrated financial model that may be periodically updated by PEC for future planning and monitoring purposes.

This exercise is also expected to support PEC in transitioning towards a more strategically managed, financially sustainable, and future-ready regulatory institution.

9. Financial Proposal/Quotation Submission Procedure Containing

- Lump-sum financial quotation;
- Detailed cost breakdown;
- Applicable taxes.

10. Evaluation Criteria

Financial Evaluation
Financial proposals of technically qualified firms shall be evaluated in accordance with Procurement of Consultancy Services Regulation of the PPRA.

11. Confidentiality
All information shared by PEC shall remain confidential and shall not be disclosed to any third party without prior written approval of PEC.

13. Ownership of Documents
All reports, models, data, analyses, presentations, and outputs developed under this assignment shall remain the exclusive property of Pakistan Engineering Council.

14. Responsibilities of PEC

- Provide operational, financial, and institutional information;
- Facilitate meetings and access to relevant departments;
- Provide strategic guidance and institutional priorities;
- Review draft deliverables and provide timely feedback;
- Nominate focal persons for coordination.

15. Proposal Validity
The proposals shall remain valid for a period of ninety (90) days from the date of opening.

16. Submission Deadline

The proposals must reach the office of the undersigned on or before: **August 03, 2026 at 11:00 AM.**

Late submissions shall not be entertained.

17. Address for Submission

Pre-qualified Firms, registered on EPADS, are requested to upload their financial proposal, electronically on EPADS on or before closing date. Financial proposals will be opened on the same day at 12:00 pm.

18. General Terms & Conditions

i. PEC reserves the right to reject any or all proposals as per PPRA Regulation/Rules.
ii. Incomplete proposals shall not be considered.
iii. PEC may cancel the procurement process at any stage.
iv. Any attempt to influence the evaluation process shall result in disqualification.
v. Taxes shall be deducted as per applicable laws.

Yours sincerely,
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