



## **PUNJAB POWER DEVELOPMENT BOARD ENERGY DEPARTMENT**

### **TERMS OF REFERENCE**

#### **APPOINTMENT OF AN INDIVIDUAL CONSULTANT FOR ACCOUNTS AND AUDIT RELATED MATTERS OF PUNJAB POWER DEVELOPMENT BOARD (PPDB), ENERGY DEPARTMENT**

Punjab Power Development Board (PPDB): PPDB, working under Energy Department, provides a 'One-Window Facility' to private investors for implementation of IPPs in the Province under Punjab Power Generation Policy, 2009.

PPDB functions, as enunciated under Section 8 of the PPDB Act, 2011, necessitate acquiring of services of highly skilled, competent, and experienced professionals/consultants and supporting staff. This office at present needs the facilitation in budget release on quarter basis from Finance Department, GoPb, Accountant General office, GoPb and Treasury Office. Guidance for proper coordination with Auditor General Punjab office during the annual audit of PPDB is also required. To overcome this issue, this office needs to have short consultancy for six (06) months.

#### **1. Scope of Work:**

- a) Facilitate in budget release on quarterly basis from Finance Department GoPb, Accountant General Office GoPb and Treasury office.
- b) Coordination with Auditor General Punjab office during annual audit of PPDB.
- c) Coordination with external auditor for the audit of PPDB.

#### **2. Qualification & Experience:**

Master's Degree with at least 25 years of experience in the field of preparation of drafts, budget / release of budget on quarterly basis from Finance Department, GoPb, Accountant General office, GoPb and Treasury Office.

#### **3. Method of Selection:**

Quality Based Selection under PPRA rules 2014. Only shortlisted candidates will be called for an interview.

#### **4. Period of Service:**

Six (06) months from the date of signing the agreement as per defined ToRs.

#### **5. Payment Method/Schedule:**

Payment will be made after two (02) months for six (06) months duration of consultancy.

#### **6. Reporting Arrangement:**

Consultant will report to Director Finance PPDB.

**7. Closing Date / Time**

The last date for submission of application is March 20, 2024 up to 11:00 AM, proposals/applications will be opened on same date at **11:30 AM**

**CONVENER PROCUREMENT COMMITTEE**

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Energy Department, Government of Punjab  
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