No. Fin. Reg.-1(7)/2025-2026
GOVERNMENT OF GILGIT-BALTISTAN
GILGIT-BALTISTAN SECRETARIAT
FINANCE DEPARTMENT

Gilgit dated the 13th October, 2025

REQUEST FOR PROPOSAL (RFP)

Finance Department, Gilgit-Baltistan invites sealed proposals from reputed and registered individual Consultant for **"Hiring of Consultancy Services for Conducting Actuarial Study on GP Fund and Pension of Employees and Pensioners of Government of Gilgit-Baltistan."** The study shall cover actuarial valuation, legislative and policy frameworks, fund management models, financial projections, institutional setup, implementation roadmap, and stakeholder consultations, as detailed in the Terms of Reference (TORs) provided in the RFP document.

2. Interested individual Consultant is encouraged to obtain the detailed RFP document containing full TORs and submission requirements from the office of the undersigned during office hours upon payment of Rs. 3,000/- through Treasury Challan.

Terms & Conditions

i. Earnest money of Rs. 300,000 in the form of a Call Deposit must be submitted with the Technical Proposal in favor of Additional Secretary (Admin), Finance Department. Inclusion of the earnest money in the Financial Proposal shall lead to disqualification.

ii. Sealed proposals must reach the office of the undersigned, located at the Finance Department, GB Secretariat near the Chief Secretary's Office, Burmas, Gilgit, **on or before 29th October, 2025 at 11:00 AM, and shall be opened on the same day at 11:30 AM** in the presence of the representatives of the participating individual (s).

iii. The time period for completion of the consultancy assignment shall be three (03) months from the date of signing of the contract.

iv. The individual Consultant must have valid registration with relevant professional actuarial bodies, tax authorities, and other concerned regulatory authorities of the Government of Pakistan.

v. The individual Consultant must have at least Five (05) years of experience in actuarial studies and public financial management.

vi. The Individual Consultant must provide evidence of at least three (03) similar assignments undertaken with Government or large institutions.

vii. An affidavit on stamp paper of Rs. 100/– (original, prepared after the date of publication of this notice) must be attached with the proposal, affirming that the Individual Consultant has never been blacklisted by any Government, Semi-Government organization, or PPRA/GBPPRA.

viii. Late submissions shall not be accepted under any circumstances, and the provision of false information shall lead to legal action.

ix. The procedure of Single Stage Two Envelope shall be followed. Individual Consultant are required to submit their proposals in a single sealed package containing two separate envelopes, one clearly marked as Technical Proposal and the other as Financial Proposal, with the firm's name clearly indicated on each envelope as well as on the main envelope.

x. Evaluation shall be carried out based on technical qualifications and experience, responsiveness to the TORs, financial competitiveness, and compliance with RFP requirements as specified in the tender document.

xi. The Procuring Agency reserves the right to accept or reject any or all proposals as per Rule-36(1) of the GB PPRA Rules.

(Rehmat Ullah)
Section Officer Finance (Regulation)
PH:05811-96041