

**PRIVATE POWER AND INFRASTRUCTURE BOARD
MINISTRY OF ENERGY (POWER DIVISION)
GOVERNMENT OF PAKISTAN**



REQUEST FOR PROPOSAL (RFP)
No: RFP-PPIB-IT-2026-001

**Consultancy Services for Implementation of ISO/IEC 27001:2022 –
Information Security Management System (ISMS) AND IT POLICY**

Issue Date: ___June 2026

Disclaimer: Bidders are expected to examine this RFP carefully, including all instructions, forms, terms, specifications, etc. Failure to furnish all information required in accordance with this RFP, or the submission of a proposal, inconsistent with the requirements of this RFP would result in the rejection of the Bid.

LIST OF ABBREVIATIONS

| Abbreviation | Full Form |
|---------------------|--|
| PPIB | Private Power & Infrastructure Board |
| RFP | Request for Proposal |
| ISMS | Information Security Management System |
| ISO | International Organization for Standardization |
| IEC | International Electrotechnical Commission |
| SLA | Service Level Agreement |
| VPN | Virtual Private Network |

SECTION-A

INFORMATION TO BIDDERS

1. Introduction

The Private Power & Infrastructure Board (PPIB) was established in 1994 and attained a statutory status through the Private Power and Infrastructure Board Act 2012 (Act VI of 2012). Its main functions are to implement power policies, develop and implement conventional & renewable power projects and related infrastructure through private-sector investments, as well as projects under public-private partnerships or development of public-sector projects specifically sanctioned by the federal government through PPIB. PPIB is also registered as an Independent Auction Administrator with the National Electric Power Regulatory Authority.

To discharge its functions effectively and securely, PPIB aims to strengthen its information security posture, align with international best practices, and achieve ISO/IEC 27001:2022 certification through engaging a competent third-party firm. Therefore, PPIB, through this RFP, invites proposals from firms/companies for the provision of ISO/IEC 27001:2022 IT Security Audit and Certification Support Services and related IT policies.

2. Purpose/Objectives

The objective of this RFP is to engage a qualified external audit and consulting firm to perform an independent IT Security Audit, conduct a comprehensive gap assessment, and provide on-site implementation support required for PPIB to achieve ISO/IEC 27001:2022 certification from an accredited certification body. The main objective of this implementation includes the following:

- (i) To adopt international best practices for introducing a common framework which can help IT and business functions to have a documented system in place, comprising Information Security, and IT Service Management;
- (ii) To adopt an integrated process approach to effectively deliver IT services to meet PPIB requirements;
- (iii) Help IT and business functions to improve the level of its information security controls and IT service management to offer greater value to the business; and
- (iv) To have a system capable of monitoring, measuring and reviewing the implemented ISMS.

SECTION-B

SCOPE, DESCRIPTION AND REQUIREMENTS OF ASSIGNMENT

1. Scope of Work

PPIB intends to implement international best practices for Information Security Management by adopting ISO/IEC 27001:2022 at the organization-wide level. For this purpose, PPIB seeks to engage a professional consultancy company/firm specializing in the implementation of ISO/IEC 27001:2022 to establish, implement, and support certification of an Information Security Management System (ISMS) and policies.

2. Scope of Enhancement

The implementation shall align with the following standards and frameworks wherever applicable:

- ISO/IEC 27001:2022
- ISO/IEC 27002:2022
- ISO 31000 Risk Management Guidelines
- ISO 19011 Audit Guidelines
- NIST Cybersecurity Framework (Reference Only)

3. ISMS Scope Definition

The ISMS scope shall include all information assets, IT infrastructure, applications, personnel, business processes, third-party services, and supporting facilities associated with PPIB operations at all designated locations

The successful bidder shall be responsible for leading the complete ISMS implementation project at PPIB, including the enhancement and revamping of the existing information security framework in line with the requirements of ISO/IEC 27001:2022.

(a) Number of locations:

1st Office: 2nd Floor, Plot#10, Mauve Area, Emigration Tower, G-8/1, Islamabad.

2nd Office: 2nd Floor, OPF Building, G-5/2, Islamabad.

Number of employees: (~200)

Total number of active external IP addresses: 1 (via Nayatel ISP).

- **Estimated number of internal IP addresses:** ~300 (for servers, desktops, laptops, printers, Wi-Fi, mobile devices).
- **Number of servers (including virtual, on VMware ESXi 6.5.0):**
 - Active Directory Server: 1

- File Servers: 2
- Print/Backup Server: 1
- Database Server (Oracle): 1
- Biometric Server: 1
- Web Server: 1
- Kaspersky Antivirus Server: 1
- Total: ~7–8 server
- **Network devices (approx.):**
 - Firewall: 1 (Next-Gen Firewall with SSL VPN, anti-spam/phishing rules)
 - Access Switches: 7-8
 - Router: 2 (Nayatel)
 - Wi-Fi Access Points: 7-8
- **Workstations (desktops, laptops):** ~200 (all endpoint protected with Kaspersky AV).
- **Printers:** 30 (distributed across floors).
- **Cloud services:**
 - Zimbra Cloud (Email services, transitioning from on-prem Exchange).

(b) Requirements of the Assignment

The selected consultant shall undertake, but not be limited to, the following activities:

(i) Gap Analysis and Assessment

- Conduct a comprehensive gap analysis of PPIB’s IT infrastructure, policies, procedures, and security controls against ISO/IEC 27001:2022 requirements.
- Evaluate governance structure, business processes, access control, network and endpoint security, data protection, incident management, business continuity and disaster recovery (BC/DR), physical security, and applicable legal and regulatory compliance requirements.
- Submit a detailed Gap Analysis Report with risk-based findings and prioritized recommendations.

(ii) ISMS Design and Implementation

- Design, establish, and implement an ISO/IEC 27001:2022-compliant ISMS covering all departments, processes and functions of PPIB.
- Develop a risk assessment methodology, conduct organization-wide risk assessment, and prepare the Risk Treatment Plan (RTP).
- Prepare and finalize the Statement of Applicability (SoA).
- Provide hands-on advisory and implementation support to address gaps and implement.

(iii) Documentation and Policy Framework

- Develop and finalize all mandatory ISMS documentation, including policies, procedures, records, and control documentation required under the standard.
- Draft a comprehensive IT Security Policy and IT Operational Policy aligned with the Government of Pakistan IT standards and international best practices.
- Hand over all approved documentation in editable format.

(iv) Training and Internal Audit

- Conduct ISMS awareness sessions for management and staff.
- Provide training to designated internal auditors.
- Carry out a full internal audit and readiness assessment prior to certification.

(v) Certification Support

- Coordinate with an accredited certification body for certification audit.
- Provide on-site support during Stage-1 and Stage-2 audits.
- Assist in addressing and closing any nonconformities until successful certification is achieved.

(vi) Coverage

The ISMS implementation shall cover all departments, processes, systems, and functions of PPIB. Detailed organizational structure and process information shall be provided to the selected consultant.

(vii) Implementation

- Identification and validation of the gaps with respect to ISO 27001:2022
- Conducting a thorough gap analysis and submitting a formal Integrated gap assessment report to management, highlighting the gaps identified;
- Providing an integrated road map to fill the identified gaps.
- Setting up the basic requirements of ISMS as a formal management system and shall engage all relevant stakeholders from Information Security and IT Service Management for establishing a formal ISMS governance and management system;
- Facilitate PPIB senior management to identify key roles to manage from Information Security and IT Service Management roles and facilitate the establishment of their roles and responsibilities respectively;
- Implementation of measures and controls to close the gaps identified and validated with respect to ISO 27001:2022;

- Establishing objectives and planning framework while procedures on internal audit, corrective & preventive actions, continual improvement shall also be designed by using an integrated approach; Identifying ownership & classification of services and information assets while their specific roles shall also be defined;
- Revamp of the existing Information Security and IT service management at PPIB;
- Formal information assets inventory and service catalogue shall be established by collecting key information from IT asset owners/process managers and teams. All prerequisites to develop these documents shall be carefully considered by the successful bidder.
- Implementation of Information Security Management System (ISMS);
- Conducting a risk assessment using internationally recognized risk management standards and frameworks. Risks pertaining to Information Security and IT Service Management shall be identified. This risk assessment shall be supported by a formal risk treatment plan & Statement of Applicability (SOA) as required by ISO 27001:2022, developing and implementing a Risk Treatment Plan;
- Development of the necessary documentation based on the findings of gap assessment, PPIB requirements, and input. Using an integrated approach by addressing the process overlaps (wherever they exist), a list of policies, procedures, and documentations to be delivered;
- Once the policies and procedures are accepted by the relevant process-related authorities, the successful bidder shall assist in implementing these processes:
- Preparation of ISO 27001 :2022 scope statement and Statement of Applicability (SOA) for ISO 27001;
- Development of an awareness development program and conduct awareness sessions for creating general & implementers' level awareness.
- Providing ISO 27001:2022 ITMS training to PPIB staff.

(viii) Internal Audit

Prior to the official certification assessment, an on-site internal pre-assessment audit service should be performed to determine the readiness of the in-scope services for the formal assessment. Activities during the onsite internal audit should include, but not be limited to, the following:

- Assess the prepared ISMS, ITSM and activities conducted by the relevant teams;
- Benchmark against the ISO27001:2022 standard and identify any non-conformity (NC); and
- Provide assistance and support to PPIB on remediating all non-conformities, including the revision of all necessary documentation;
- Submission of the report after the resolution of non-conformities (NC).

(ix) Project Management Requirement

The successful bidder will be responsible for project management of the proposed service. The duties of project management will include the following:

- Responsibility for the total project management and acting as a single contact point to PPIB regarding all related activities of the project;
- Take the lead in coordinating various parties within and outside PPIB for the smooth implementation of the project;
- Resolve conflicts and crises during the entire project life cycle;
- Oversee and monitor the progress of various activities during the project life cycle to ensure that these activities are completed according to the implementation schedule and meet the project requirements;
- Plan and schedule meetings at appropriate time during the project life cycle, to prepare meeting agenda, to chair and to take notes for all the meetings with various parties;
- Report progress, follow up all outstanding issues with all related parties, suggest solutions and resolve difficulties throughout the project and any other activities which are necessary for the satisfactory completion of the project.

(x) Project Plan

The successful bidder will provide a detailed project plan after the issuance of the Purchase Order, in accordance with the following timelines:

| Phases | Description | Responsibility | Timelines |
|---------------|--|--|------------------|
| Phase-I | Understand Organization Context & Scope of ISMS | Selected Bidder | Week (1-6) |
| | Perform Gap Analysis against ISO27001 Standard | Selected Bidder | |
| | Evaluate Risks against identified missing controls & formulate SoA | Selected Bidder | |
| | Formulation of Risk Register & Risk Management Worksheet | Selected Bidder | |
| | Formulation of Risk Treatment Plan as per identified critical & high severity risks | Selected Bidder | |
| Phase-II | Implementation, Management & Monitoring of required controls as per defined SoA (derived from Risk Assessment) | PPIB (Note: Bidder will remain in consultancy role) | Week (7-9) |
| | Documentation Consultancy for completing requirements of ICT Policies/Procedures | Selected Bidder | |
| Phase-III | Internal Audit Activity for Identification of any non-conformities against ISO 27001 | Selected Bidder | Week (10-16) |
| | Training & Knowledge Transfer | Selected Bidder | |
| | Stage#1 Certification Audit | Bidder will engage Certification Audit Firm | |
| | Stage#2 Certification Audit to get ISMS Certification | Bidder will engage Certification Audit Firm | |

(c) Deliverables

1. Implementation of ISO/IEC 27001:2022 – ISMS at PPIB

| Deliverable | Description |
|---|---|
| Project Initiation & Work Plan | Detailed project plan outlining methodology, implementation approach, timelines, milestones, resource requirements, and governance structure prior to commencement. |
| Gap Analysis Report | Comprehensive assessment of PPIB’s current security posture against ISO/IEC 27001:2022 requirements, identifying gaps, risk ratings, and prioritized recommendations with an implementation roadmap. |
| ISMS Framework Design | Design and establishment of the overall ISMS framework, including scope definition, ISMS objectives, governance structure, and compliance mapping to ISO/IEC 27001:2022 |
| Risk Assessment Report | Documented risk assessment methodology and organization-wide risk assessment results, including asset identification, threat/vulnerability analysis, risk evaluation, and risk register. |
| Risk Treatment Plan (RTP) | Formal risk treatment strategy specifying mitigation controls, responsibilities, timelines, and residual risk acceptance. |
| Statement of Applicability (SoA) | Finalized the SoA documenting the selected, excluded, and controls in alignment with the identified risks. |
| ISMS Policies & Procedures Set | Complete set of mandatory and supporting ISMS documentation, including Information Security Policy, Access Control Policy, Asset Management, Incident Management, BC/DR, Change Management, Bidder Security, and other required procedures and records. |
| Intellectual Property Rights | <p>All deliverables, reports, policies, procedures, templates, configurations, audit records, training material, risk registers, Statements of Applicability, and all documentation developed under this assignment shall become the exclusive property of PPIB.</p> <p>The consultant shall not reproduce, distribute, reuse, or disclose any such materials without prior written approval from PPIB.</p> |
| Editable Documentation Requirement | All policies, procedures, templates, reports, registers, and supporting documents shall be delivered in editable formats including Microsoft Word, Excel, Visio, and PDF. |

| Deliverable | Description |
|---|--|
| Knowledge Transfer Requirement | <p>The consultant shall ensure adequate knowledge transfer to PPIB staff through:</p> <ul style="list-style-type: none"> • Hands-on implementation workshops • Operational training sessions • Administrative guidance • Internal audit coaching <p>Documentation walkthrough sessions</p> |
| Comprehensive IT Policy Framework | <p>Development of a formal IT Policy aligned with Government of Pakistan IT standards and international best practices, comprising: (i) IT Security Policy; and (ii) IT Operational Policy (hardware/software allocation, patch management, infrastructure lifecycle management, IT support SLAs, internal operational standards).</p> |
| Implementation Support Report | <p>Documentation of control implementation activities, evidence collection, and closure of identified gaps.</p> |
| Training & Knowledge Transfer | <p>Structured training sessions for management, IT staff, and internal auditors covering ISMS implementation, monitoring, internal auditing, and continual improvement. Training materials and attendance records shall be provided.</p> |
| Internal Audit Report | <p>Comprehensive internal audit report covering audit findings, nonconformities, observations, and recommended corrective actions prior to certification.</p> |
| Readiness Assessment Report | <p>Pre-certification assessment confirming ISMS preparedness for Stage-1 and Stage-2 audits, including closure status of nonconformities.</p> |
| Certification Coordination & Support | <p>Coordination with accredited certification body; on-site advisory during Stage-1 and Stage-2 audits; assistance in responding to audit findings; and support until certification is achieved.</p> |
| Final Project Completion Report | <p>Consolidated report summarizing implementation activities, compliance status, certification outcome, lessons learned, and recommendations for continual improvement.</p> |

2. On-site Support during Formal Assessment

The successful bidder will schedule and engage an external certification body for an audit/certification and provide on-site advisory and support throughout the certification body's formal assessment. This will include, but not be limited to, the following:

- Schedule and Engage an External Certification body for external audit/certification;
- Attend interviews and site visits with external assessors;
- Assist in the identification and collection of audit evidence; and
- Follow up on queries raised by the Certification body;
- Assist PPIB to resolve the non-conformities (NC), if any raised by the Certification body.

3. General Guidelines

- The successful bidder shall consider using the gap assessment findings, information gathering from process managers & IT and business functional teams and Consultants' prior implementation experience for developing the process documents.
- Once the documents are drafted, they should be forwarded to the respective process managers and teams for review and feedback.
- The changes & feedback (if required & justified by process teams) shall be incorporated within the process documents within a defined time frame by the successful bidder.
- The successful bidder is expected to demonstrate good written, oral communication & process development skills while drafting the required documents.

Note: This is to be noted that all the above tasks are required to be performed On-Site at PPIB premises.

SECTION-C

INSTRUCTIONS TO BIDDERS

1. General

The consultancy company/firm must comply with and fulfil the following, duly substantiated with documentary evidence:

- i. Compliance with the applicable laws of Pakistan.
- ii. The consultancy firm has not been black listed by any Government agency, authority or any other regulatory body.
- iii. Consultancy firm shall undertake that it has no conflict of interest in the discharge of assignments for PPIB, of whatsoever nature and shall maintain the confidentiality of the PPIB's data, documents or information it receives during the process.
- iv. Except for seeking clarifications prior to submission of the proposal, no consultancy firm shall contact PPIB on any matter related to its proposal. Any effort by the bidder, whether direct or indirect, to influence PPIB in the examination, evaluation, ranking, or recommendation for the award of the contract may result in the rejection of the proposal.
- v. Validity of the proposal must not be less than One Hundred and Twenty Days (120) from the deadline notified by PPIB for submission of the bids.
- vi. The consultancy firm shall be responsible for all administrative, design and production costs.
- vii. Procurement will be carried out under the Public Procurement Rules, 2004, and the Procurement of Consultancy Services Regulations, 2010, using the Single Stage – One Envelope Procedure (Rule 36(a)) and Quality & Cost Based Selection (QCBS) method.
- viii. The consultancy firm shall submit its financial proposal as per Para-[] of this RFP.
- ix. The proposal which secures the highest evaluated score, in accordance with the evaluation criteria, shall be considered the most advantageous proposal and ranked number one. The Procuring Agency shall award the contract to the firm whose proposal is so ranked.
- x. The bidder shall bear all the costs associated with the preparation and submission of its bid, and the purchaser named in the Bid data sheet, hereinafter referred as "the purchaser" will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- xi. The quoted prices shall be **firm, final, and inclusive of all applicable taxes and out-of-pocket & miscellaneous expenses**, and shall not be subject to escalation under any circumstances. Conditional prices shall not be accepted.
- xii. Bids quoted in any currency **other than Pakistani Rupees (PKR)** shall not be entertained.
- xiii. The **bid submission and its opening date and time** shall be strictly observed. Late submissions shall not be accepted.

- xiv. The bidder must submit a bid for the **entire project as a single package**. Partial bids shall be rejected. Any offered solution found **non-compliant** with the specifications and requirements of the RFP shall render the bid non-responsive.
- xv. The bidder shall submit a **compliance statement** against each requirement of the RFP, clearly marked as:
 - a. **FC** (Fully Compliant)
 - b. **NC** (Non Compliant)
- xvi. Project execution shall be carried out **on-site at PPIB premises** by the project team of the successful bidder.
- xvii. Lead Auditor/Implementer must be a certified (ISO 27001:2022)
- xviii. Documentary evidence of prior **ISO/IEC 27001 ISMS consultancy assignments** shall be provided.
- xix. The project team shall be selected and assigned by the bidder, which shall be subject to approval by PPIB. The Project Manager shall oversee the assigned lead consultant, who will be present on-site as and when required during the implementation period. The bidder shall have at least three (03) resources with following certifications ISO/IEC 27001:2022 certified Lead Auditor and/or Lead Implementer resources who will be actively involved in the project.
- xx. The bidder shall submit **CVs of the proposed project team** along with the proposal.
- xxi. Any replacement of approved team member(s), shall be subject to prior written approval of PPIB and the proposed resource must possess equivalent or higher qualifications and experience.
- xxii. Any bid **deviating from these instructions and conditions** shall be treated as **non-responsive**.
- xxiii. The bidder must be a registered/incorporated legal entity in Pakistan and possess a valid National Tax Number (NTN) and Sales Tax Registration Certificate.
- xxiv. Firms blacklisted by any federal, provincial, semi-government, or autonomous organization shall not be eligible to participate.
- xxv. The bidder shall be a cybersecurity company established in Pakistan for at least five (05) years.
- xxvi. The bidder or Certification body must be formally authorized, recognized, or affiliated with an accredited ISO/IEC 27001 certification body. Eligible consultancy firms may

- participate through a joint venture or partnership with an ISO-accredited certification body
- xxvii. The bidder itself must hold a valid ISO/IEC 27001 certification, evidencing compliance with international information security standards.
 - xxviii. The bidder must demonstrate a proprietary or customized risk assessment methodology or tool, aligned with ISO/IEC 27001, capable of performing risk assessments and ISMS compliance audits tailored to PPIB's requirements.
 - xxix. The bidder must be PTA approved Category-I Cyber Security Audit Firm.
 - xxx. The bidder must be registered with or recognized by N-CERT CAT-I and/or relevant national cybersecurity authorities, where applicable.
 - xxxi. The bidder must have successfully performed Risk Assessment and ISMS Consultancy Services for at least four (04) clients in Pakistan, with documentary evidence.

2. Basis for Disqualification

- i. Any of the following shall be the basis for disqualification of a consultancy firm at any time/stage:
 - ii. If the bid is unsigned, or it is received after the time and date fixed for its receipt, or Offer is ambiguous or conditional.
 - iii. Bid/bids received with over-writing, cutting and doubtful figures shall be rejected.
 - iv. Misrepresentation, withholding or concealment of material information.
 - v. Failure to disclose or provide any clarification, within the given time, as required by PPIB during the evaluation process or to intimate any information, material for the purposes of proposal evaluation or composition of the consultancy firm.
 - vi. Failure to report any material change affecting the proposal after its submission.
 - vii. Failure of the bidder to submit proposal in a manner and form as provided in this RFP.
- viii. Any effort by bidder to influence PPIB in the examination, evaluation, ranking of proposal, and recommendation for award of contract.
- ix. The bidder shall only submit one proposal. If it submits or participates in more than one proposal, all proposals either in individual capacity of consultancy firm or through joint venture shall not be considered.
- x. Failure by the bidder to comply with any of the provisions of this RFP.

3. Submission of Proposals:

- i. Proposals, comprising separate Technical and Financial parts, must be submitted electronically through the PPRA e-procurement system (EPADS). The original copy of the bid security (refundable) equal to 2% of the bid value (Pay Order/Bank Draft) in favor of PPIB is required at the time of opening of the bid.
- ii. Deadline for submission is [] at []PM. Any bid not submitted by the deadline prescribed for submission of bids will not be considered even if it becomes late as a result of circumstances beyond the bidder's control.
- iii. The proposals will be opened on the same day, at [] PM, at the PPIB Office, in the presence of bidders or their authorized representatives who choose to attend.
- iv. PPIB shall not be responsible for delayed arrival of any proposal.
- v. The proposal should be complete in all respects as required by this RFP.
- vi. Consultancy firm shall bear all costs associated with the preparation and submission of their proposal and contract signing.
- vii. PPIB shall not be bound to accept any proposal and reserves the right to annul or abandon the competitive process at any time as per PPRA rules.
- viii. Incomplete, conditional, and non-responsive proposals shall not be considered.

4. Information/ documents required to be submitted with proposals:

- iv. Proposal must include cover letter containing title/subject, company/firm's name, address, fax, email & contact numbers and name, address and contact details of the authorized person.
- v. Authority letter of company/firm authorizing any person as its representatives to sign, submit proposal on behalf of consultancy firm and to deal with PPIB with regard thereto.
- vi. Company/firm's profile, date of establishment and organizational structure, etc. Copy of documents regarding affiliation with foreign/local company, etc.
- vii. Undertaking on company/firm's letterhead that the consultancy firm is in compliance of applicable laws of Pakistan, has no conflict of interest with regard to the assignments, to maintain confidentiality of PPIB's data and documents

- received in discharge of assignments and has not been blacklisted by GOP or its entities.
- viii.** Certificate of incorporation with SECP/registrar of firms and documents evidencing compliance of other statutory and regulatory requirements, if any.
 - ix.** NTN Registration certificate (Must be Filer/Registered).
 - x.** List of clients for which requisite assignments were performed during the required period.
 - xi.** Proof of minimum five (05) years of relevant experience, in case the company/firm has gone through any merger/ restructuring/name change, etc., within period of five (05) years, it shall be required to submit proof of its existence prior to such merger/ restructuring/name change etc., to qualify for five (05) years of requisite experience.
 - xii.** List of key experts/professionals (HR/ Finance and Law) along with their CVs who shall be responsible for performance of assignments.
 - xiii.** The bid prepared by the bidder shall be written in the English, supporting documents and printed literature furnished by bidder may be in another language provided they are accompanied by accurate translation in English, for purpose of interpretation of the bid.

5. Financial Proposal:

The bidder shall be required to submit its financial proposal in Pak Rupees, inclusive of all applicable taxes as follows:

| Description of Services | Amount (PKR) |
|--------------------------------|-------------------------|
| 1. [] | [] |
| 2. [] | [] |
| 3. [] | [] |
| Total A = | [] |

| | |
|-----------------------------------|-----|
| 4. Out of Pocket Expenses, if any | [] |
| Total B = | |
| 5. Sales tax on Services | [] |
| 6. Taxes inclusive of Sales tax | [] |
| Total C | |

| | |
|------------------------------|-----|
| Grand Total (A+B+C) = | [] |
|------------------------------|-----|

6. Payment

Payment will be made as per provisions of the Contract at **Appendix-D**.

7. Rights Reserved By PPIB

PPIB shall, in addition to all other rights as the circumstances may require, without assuming any obligation on liability on its part, shall:

- i. have the right to amend, suspend, withdraw, annul, or cancel this RFP or bidding process at any time without assigning any reason, prior to finalization of the bidding process in its sole discretion, reject any or all proposals without assigning any reason;
- ii. to modify the bidding documents at any time prior to the deadline for submission

of bids. Such amendment shall constitute part of this RFP, and the prospective bidders shall be provided a reasonable time to take the amendments into account while preparing its bid.

- iii. at its discretion, extend the deadline for submission of the bids;
- iv. if at any future point of time, it is found that the bidder had made a statement which is factually incorrect, PPIB reserves the right to debar or blacklist the bidder from bidding prospectively for a period to be decided by PPIB and take any other action as may be deemed necessary; and
- v. decide on all matters related to the bidding process, which will be final and binding on all bidders.

Clarification of Bidding Documents

A prospective bidder requiring any clarification of this RFP may request PPIB in writing

Bid Validity

- The bids shall remain valid for 120 days after the date of opening of the bid prescribed by PPIB. A bid having validity for a shorter period shall be rejected by PPIB as nonresponsive.
- The PPIB shall be under an obligation to process and evaluate the bid within the stipulated bid validity period. However, under exceptional circumstances and for reason to be recorded in writing, if an extension is considered necessary, all those who have submitted their bids shall be asked to extend their respective bid validity period. Such extension shall be for not more than the period equal to the period of the original bid validity.
- The bidders who;
 - a) Agree to the PPIB request for extension of bid validity period shall not be permitted to change the substance of their bids; and
 - b) Do not agree to an extension of the bid validity period shall be allowed to withdraw their bids without forfeiture of their bid securities

8. Announcement of Evaluation Report

Announcement of the Evaluation Report will be as per the PPRA Rules 2004 (amended to date).

9. Contacting Procurement Agency

- No Bidder shall contact PPIB on any matter relating to its bid, from the time of bid opening to the time of announcement of Evaluation Report. If a Bidder wishes to bring additional information to the notice of PPIB, it should do so in writing.
- Any effort by a bidder to influence PPIB in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of bid. Canvassing by any bidder at any stage of the **bid evaluation is strictly prohibited. Any infringement shall lead to disqualification.**

10. Bid Security

- The bidder shall furnish, as part of its bid, a bid security @ 05% of the total quoted bid value in PKR, in the shape of pay order/demand draft/call deposit in the name of PPIB, 2nd Floor, Emigration Tower, G-8/1, Islamabad. The unsuccessful bidder's bid security shall be discharged or returned soon after the announcement of successful bids.
- The bid security (in the shape of pay order/demand draft/call deposit) shall be enclosed with in the 'Financial Bid' sealed envelope.
- The successful bidders' Bid Security will be kept in PPIB's account as Performance Security and shall be valid till the expiry of Service Level Agreement (SLA) period, support period or termination of services or fulfillment of all obligations under contract whichever is later.
- No other shape or form of performance security shall be acceptable.
- The bid security may be forfeited: If a bidder;
 - a) Withdraws its bid during the period of bid validity specified by the bidder on the bid form; or
 - b) Does not accept the correction of error.
- In case of Successful bidder, bid security may be forfeited: if the bidder fails;
 - a) To sign the contract in accordance with the clause of contract or
 - b) Fails to provide equipment/software/services/support awarded

Note: Performance security will be released after successful completion of the project.

11. Preliminary Examination

- The PPIB will examine the bid to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are generally in order.
- Arithmetical error will be rectified on the following basis, if there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If there is a discrepancy between words and figures, the amount in words will prevail, if the suppliers do not accept the correction of the errors, its bid will be rejected, and its bid security may be forfeited.

12. Acceptance

- The overall service acceptance will be broken down into various levels:
 - a) Services provided and their quality;
 - b) Deliverables and their quality;
 - c) Overall quality of the project/service
- The successful bidder will fulfil the scope of the project and the project plan.
- Interested bidder may provide additional acceptance criteria and the related plan in detail in their proposals which can be discussed upon signing of contract with successful bidder.
- Issuance of Deliverable Acceptance Certificate is also required from PPIB.
- Acceptance of each deliverable of services will be issued by the Director (IT)-PPIB after completion of each milestone as agreed in the contract.

13. Bidding Document

The bidding document containing detailed terms and conditions, method of procurement, procedure for submission of bids, bid security, bid validity, opening of bid, evaluation criteria, clarification/rejection of bids, performance guarantee etc. can be downloaded from the PPIB's official website <http://www.ppib.gov.pk>

| S.No. | Summary | Description | Schedule (Date & Time) |
|-------|--|--|---|
| 1. | Recipient | PPIB | --- |
| 2. | Venue | 2 nd Floor, Mauve Area, Plot#10, Emigration Tower, G-8/1, Islamabad | --- |
| 3. | Last Date & Time for Submission of Bid(s) | --- | 29 th June 2026 at 12:00 PM |
| 4. | Bid Opening & Evaluation | --- | 29 th June 2026 at 12:30 PM |
| 5. | Validity of Bid | All proposals and prices shall remain valid for 120 days from the closing date of the proposal submission. However, bidders are encouraged to specify a longer validity period for the proposal. | --- |
| 6. | Technical Queries | Mr. Abdul Aziz Director (IT) – PPIB 0335-5044900 aziz@ppib.gov.pk Mr. Nazir Ahmed Joint Director (Systems) – PPIB 0300-5565313 nazir@ppib.gov.pk | |

SECTION-D
PAYMENT AND PAYMENT PLAN

1. Payment

Payment (including GST) will be made by the office of the Managing Director, PPIB, on production of original invoice with relevant documents (if required any)

2. Payment Term

All payments shall be subject to:

- Acceptance of deliverables by PPIB;
- Submission of original invoices;
- Applicable tax deductions as per Government rules;
- Clearance of observations raised during review.

3. Payment Plan

The Payment Plan is as follows:

| Serial No | Phases | Payment Percentage |
|------------------|---|---------------------------|
| 1 | Phase-I - ISMS Consultancy | 20% |
| 2 | Phase-II - After completion of Phase-II | 40% |
| 3 | Phase-III - After issuance of Certificate | 40% |

SECTION-E

EVALUATION CRITERIA

A. Weighted Evaluation Criteria (100 Points Total)

Technical (80 points):

1. Company/Firm Experience (Maximum 20 Points)

- Organizational background, history, and expertise in/Risk Assessment/ ISO/IEC 27001 consulting and audits. **(10 Points)**
 - Ten (years) Experience – 10 Points
 - Additional Experience – 1 Point for each additional year.

2. Qualification / Certification (20 Points)

- Minimum five (05) members having Bachelor Degree in Cyber Security/ Information Security and/or equivalent qualification with at least two members as Certified (ISO 27001:2022 Lead Auditor/Implementer). Out of five (05) members at least two of them have successfully completed two projects of similar nature – 15 Points
- Additional points (max 5) for each relevant certification (e.g. CISA, CISSP, CISM) – 1 Point

3. Proposed Approach & Methodology (10 Points)

- Detailed methodology for gap assessment, ISMS development, and certification readiness. **(5 Points)**
- Innovative ideas / indigenous tools or best practices proposed to be used during the project. **(5 Points)**

4. Past Projects (20 Points)

- At least four (04) similar projects (At least two (2) projects in Govt. Sector/Banking Sector. Documentary evidence must be attached) - 5 Points for each successful project.

5. Financial Status & Stability (10 Points)

- The bidder must demonstrate an average annual turnover of at least **PKR 200 million** over the past three (3) financial years, supported by audited financial statements.
- Bidder's annual financial statements for the past 3 years.
- Confirmation of no bankruptcy, default, or major financial disputes

Financial (20 points):

6. Cost Proposal (20 Points)

- **Weightage Allocation:** Technical proposals will carry a weightage of **80%**, while financial proposals will carry a weightage of **20%** in the overall evaluation.
- **Pro-Rata Financial Scoring:** The financial score will be calculated on a **pro-rata basis** using the following formula:

$$\text{Financial Score} = \left(\frac{\text{Lowest Bid}}{\text{Bidder's Bid}} \right) \times 20$$

- The bidder with the lowest evaluated bid will receive the maximum financial score (20). Other bidders will be scored proportionally.

B. Award Process

The contract will be awarded to the Bidder achieving the highest combined technical and financial score.

If the bidders are tied, then technically highest scoring bidder will have the preference.

C. Timeline

Start time to begin fulfilling the requirements of the proposal shall be after the contract is signed.

D. Submission Instructions

Proposals must be submitted electronically through E-PADS.

E. Confidentiality

All information exchanged during the course of this engagement shall be treated as strictly confidential. The selected firm shall ensure compliance with confidentiality, data protection, and relevant regulatory requirements.

14. Contract:

The successful bidder shall be required to enter into a contract as per **Appendix-D** to this RFP, effective from the date of signing of the contract. The contract may be further extended, subject to performance of the successful bidder, for a mutually agreed time period on the same terms and conditions, in case of any outstanding assignment(s) or in case any revision is required to the already completed assignment.

SECTION-F: APPENDICES

APPENDIX A

BIDDER INFORMATION SHEET

Date: _____

Prepared By: _____

Company Information

- **Official Business Name:** _____
- **Other Registered Names (if any):** _____
- **Head Office Address:** _____
(Street, City, Postal Code, Country)
- **Branch/Local Office Address (if any):** _____
- **NTN Registration Number:** _____
- **SECP Registration Number:** _____
- **Year of Incorporation:** _____
- **Type of Organization:**
 - Sole Proprietor
 - Partnership
 - Private Ltd.
 - Public Ltd.
 - Other: _____

Primary Contact Person

- **Name:** _____
- **Title:** _____
- **Email:** _____
- **Direct Phone:** _____

Secondary Contact Person (Optional)

- **Name:** _____
- **Title:** _____
- **Email:** _____
- **Phone:** _____

Company Profile

- **Company Website:** _____
- **Number of Employees:** _____
- **No. of Years in Business:** _____
- **Annual Turnover (optional):** _____

Relevant Certifications (check all that apply, attach copies)

- ISO/IEC 27001 Lead Auditor
- CISSP
- CISA
- CISM
- Other (please specify): _____

Use of Subcontractors

- Yes
- No

If Yes, provide subcontractor details: _____

Authorized Signature

- **Name:** _____
- **Designation:** _____
- **Date:** _____

APPENDIX B

Undertaking

M/s _____ limited (The “Company/Firm”) hereby on this _____ day of _____2026 unconditionally and irrevocably represents, confirms and undertakes and certifies that:

- i. It has never been black listed by any Government or Semi Government/ Autonomous bodies/public or private organizations.
- ii. It has business address within Islamabad/Rawalpindi
- iii. It has been into the IT Business for more than 5 years.

The afore said representations, confirmations and undertaking along with the contents of the bid are true & correct and the Company/Firm will be responsible to bear all consequences/ losses arising out of or in relation thereto in case of misrepresentation, misstatement or wrong information. Further, in case of any misrepresentation, misstatement or failure to abide by this undertaking, PPIB shall be entitled to black list [name of company/firm] for future procurements.

(Chief Executive Officer)

Signature/Stamp

Note: The above undertaking must be given on the company/firm’s letterhead.

APPENDIX C

ACKNOWLEDGMENT

By signing below, the Bidder acknowledges acceptance of the above Terms and Conditions as binding in the event of contract award.

Authorized Signatory: _____

Name: _____

Designation: _____

Date: _____

Company Seal/Stamp: _____

APPENDIX D

CONTRACT

**FOR CONSULTANCY SERVICES FOR IMPLEMENTTION OF ISO/IEC
27001:2022 – INFORMATION SECURITY MANAGEMENT SYSTEM (ISMS)
AND IT POLICY**

BETWEEN

PRIVATE POWER & INFRASTRUCTURE BOARD

AND

M/S -----

THIS CONTRACT is entered into at Islamabad on the day of ____ 2026 by and between:

Private Power & Infrastructure Board (PPIB), a body corporate established pursuant to the *Private Power & Infrastructure Board Act (Act VI of 2012)*, with its office at 2nd Floor, Emigration Tower, Plot No. 10, Mauve Area, Sector G-8/1, Islamabad (hereinafter referred to as the "**Client**") through its Managing Director;

AND

M/s ----- having its registered office at _____
(which expression shall include its successors, legal representatives, permitted assigns)
(hereinafter referred to as the "**-----**"), through its
_____.

WHEREAS

The Consultant has the required professional skills, resources, and technical personnel and provides specialized services for consultancy with regard to Assignments (as defined herein below); and

WHEREAS, the Client intends to engage the Consultant with respect to Assignments in accordance with the terms of this Contract.

NOW THEREFORE,

in consideration of the mutual benefits and representations contained herein, the Parties hereby agree as follows:

1. GENERAL PROVISIONS

1.1 Headings

The headings are for convenience only and shall not affect the interpretation of this Contract.

2. COMMENCEMENT AND COMPLETION

2.1 Effectiveness of Contract

This Contract shall come into force and effect on the date of signing (the *Effective Date*).

2.2 Duration

The Consultant shall complete the assignment within sixteen (16) weeks from the Effective Date, unless extended by mutual consent.

2.3 Completion and Approval

All reports and deliverables shall be submitted in accordance with the deliverables listed in in Section-C&E and approved by the Client.

3. PAYMENTS TO THE CONSULTANT

3.1 Payment Terms

Payment shall be made in installments, linked to acceptance of deliverables as specified below:

| Serial No | Phases | Payment Percentage |
|------------------|---|---------------------------|
| 1 | Phase-I - ISMS Consultancy | 20% |
| 2 | Phase-II - After completion of Phase-II | 40% |
| 3 | Phase-III - After issuance of Certificate | 40% |

3.2 All payments shall be made in Pakistani Rupees.

4. TERMINATION

The Client may terminate this Contract with twenty (20) days' written notice if the Consultant fails to perform obligations. The Consultant may terminate the Contract with similar notice in case of non-payment of undisputed amounts beyond twenty (30) working days of due date.

5. OBLIGATIONS OF THE CONSULTANT

The Consultant shall perform the Services with due diligence and efficiency in accordance with accepted professional standards, ensuring confidentiality of all data, documents, and information provided by the Client.

6. SETTLEMENT OF DISPUTES

Any dispute arising out of this Contract that cannot be amicably resolved shall be referred to arbitration under the *Arbitration Act, 1940*. The venue of arbitration shall be Islamabad, Pakistan.

7. MISCELLANEOUS

- 7.1 This Contract shall be governed by the laws of Pakistan.
- 7.2 All communication and reports shall be in English.
- 7.3 All notices shall be in writing and delivered to the addresses stated below.

IN WITNESS WHEREOF,

The Parties hereto have caused this Contract to be signed in their respective names in two identical parts, each of which shall be deemed an original, as of the day and year first above written.

For the Client:

Name: _____
Title: _____

Private Power & Infrastructure Board
2nd Floor, Emigration Tower, G-8/1,
Islamabad

For the Consultant:

Name: _____
Title: _____

Company: _____

Witness 1:

Name: _____
Title: _____

Company: _____

Witness 2:

Name: _____
Title: _____

Company: _____
