

**TENDER NOTICE / INVITING PROPOSALS FROM EXPERIENCED & ELIGIBLE ACADEMIC INSTITUTIONS / RECOGNIZED TESTING SERVICES TO CONDUCT SUBORDINATE ACCOUNTS SERVICE (SAS) EXAMINATION**


To improve the professional skills of its employees, Finance Department Government of Khyber Pakhtunkhwa is desirous of procuring professional services from registered professional institutions for conducting the Subordinate Accounts Services (SAS) departmental examination for the employees of Local Fund Audit and Treasuries & Accounts establishments in the following subjects:-

<b>Local Fund Audit Department</b>	<b>Treasury and Accounts Department</b>
<b>PART-I</b>	<b>PART-I</b>
i) Precis and Report Writing. ii) Commercial Book Keeping. iii) Civil Servants Rules (Practical) iv) Audit & Accounts Rules and Procedure (Practical).  <b>Expected candidates – 30 - 40</b>	i) Precis and Drafting / Correspondence. ii) Commercial Accounting. iii) Cost Accounting iv) Government Accounting.  <b>Expected candidates – 50 – 60</b>
<b>PART-II</b>	<b>PART-II</b>
i) Public Works Accounts & Procedure (Practical). ii) Acts of Legislature & Statutory Rules. iii) Rules & Regulations for the Audit & inspection of Accounts.  <b>Expected candidates – 10</b>	i. Services and Financial Rules. a) Theoretical b) Practical. ii. Public Works Accounts Rules & Procedure. a) Theoretical b) Practical. iii) Auditing. iv) Organization & Method.  <b>Expected candidates – 30</b>

Technical and Financial proposals are invited from the academic institutions / recognized testing services which should be sent to the undersigned with signed covering letter from the head of institution within 15 days of the publication of this advertisement.

**Terms & Conditions:**

- i) The eligible institutions are required to submit two separate sealed envelopes i.e. one envelope containing technical information of bid clearly marked as technical bid, while second envelope containing prices bill of quantities /services, clearly marked as financial bid. Any delay in delivery of tender documents will be the responsibility of the bidders.
- ii) Financial bid will show lumpsum.
- iii) The financial bids shall be opened by the committee in presence of the bidders or their nominees.
- iv) Taxes, Levies and duties shall be deducted from the bill, as per rules.
- v) For further information please contact the undersigned on any working day within office hours.

  
 (MUHAMMAD NASEEM)  
 Deputy Secretary (Budget-III)  
 Govt:of Khyber Pakhtunkhwa  
 Finance Department.  
 Phone No. Office 091-9212613