



**Pakistan Institute
of Public Finance Accountants**

Model Solutions

**Project Management and
Contract Evaluation in
WAPDA Projects
(Application)**

**AGP
May Exam-2026**

MODEL SOLUTIONS – DISCLAIMER

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May Exam-2026
Solutions – Project Management and Contract Evaluation in WAPDA
Projects (Application)

Q.1. Purchase Requisition
Steps:

1. The process begins when an employee or department identifies a requirement for goods or services.
2. The form is filled with the following data:
 - Item description, specifications, and quantity.
 - Required delivery date and priority level.
 - Vendor information (if known).
 - Cost center, project code, or budget authorization code.
 - Justification for the purchase.
3. The form is submitted to authorized officer or departments to check for budget availability and legitimate need.
4. Procurement Section reviews the request for completeness, technical accuracy, and adherence to WAPDA policies.

Examinees should prepare PR on prescribed format as per Para 11.2 and Annex-7 of the P&C Manual

Q.2. Obligations of the Consultant:

- i. The Consultant shall perform Services as an independent consultant in accordance with recognized international standards, applicable laws and regulations.
- ii. The Consultant shall appoint a Project Manager who shall represent the Consultant for purposes of this Agreement and shall be responsible for the administration of the Agreement including performance of Services thereunder.
- iii. The Consultant shall carry out the Services with due diligence and efficiency and in conformity with sound engineering practices.
- iv. The Consultant shall act at all times so as to protect the interests of the Client and shall take all reasonable steps to keep all expenses to a minimum consistent with sound economic and engineering practices.
- v. The Consultant shall furnish the Client such information relating to the Services as the Client may from time-to-time reasonably request.
- vi. Except with the prior written approval of the Client, the Consultant shall not assign or transfer the Agreement for Services or any part thereof nor engage any other independent consultant or subcontractor to perform any part of the Services.
- vii. The Consultant agrees that no proprietary and confidential information received by the Consultant from the Client shall be disclosed to a third party unless the Consultant receives a written permission from the Client to do so.

Obligations of the Client

The Client shall provide to the Consultant:

- i. All necessary data/documents/reports that may be required by the Consultant for performing the Services within the Time Schedule.



May Exam-2026
Solutions – Project Management and Contract Evaluation in WAPDA
Projects (Application)

- ii. The Client shall designate a person to act as its representative on all matters pertaining to this Agreement and to fully cooperate with the Project Manager of the Consultant.
- iii. The Client shall take all necessary measures to make timely payments to the Consultant as stipulated.

Q.3. Key objectives of domestic preference

- Encouraging the growth of local industries, particularly small and medium-sized enterprises (SMEs), and strengthening the national industrial base.
- Prioritizing local firms, which often leads to increased hiring of local workers and improved living standards.
- Keeping public funds within the local economy, which increases tax revenue and reduces the outward flow of capital.
- Developing the expertise and competitiveness of domestic suppliers to compete in both domestic and international markets.
- Strengthening the local community through economic empowerment and the creation of local jobs.
- Lowering the reliance on foreign suppliers for critical goods, works, and services

Examinees are required to give their assessment on the achievement of these objectives in Pakistan.

- Q.4.** Contract evaluation is the systematic process of reviewing, analyzing, and assessing a contract's terms, performance metrics, and risks to ensure compliance, value for money, and alignment with organizational goals. It involves reviewing legal language before signing or assessing contractor performance after execution to manage expectations and ensure deliverables are met.

Evaluation criteria of contract agreement:

1. Clarity of terms

One of the first criteria to consider is the extent to which the terms of the contract are clear and easy to understand. The following are some points that provide information on whether a contract meets the clarity assessment criterion:

- Using simple language
- Defined key terms
- Well Structured in a way that it is easy to understand
- Avoiding ambiguities



May Exam-2026
Solutions – Project Management and Contract Evaluation in WAPDA
Projects (Application)

2. Relevance

To meet the relevance criterion, a contract should:

- Clearly state the parties' obligations
- Address all potential issues
- It should reflect the needs and goals of the parties
- Avoid unnecessary or irrelevant provisions

3. Appropriateness

The appropriateness criterion assesses the appropriateness of the contractual clauses and ensures that they are not disproportionately beneficial or burdensome for either party.

- Keep conditions balanced
- Avoid unilateral regulations
- Reflection of the parties' relative bargaining power
- Be transparent

4. Flexibility

Flexibility plays an important role as a key criterion in the context of order evaluation, as it allows a certain degree of adaptability, which can be helpful in cases where circumstances or needs change over the course of the assignment. The following three points generally determine the flexibility of a contract:

- It should be possible to amend the contract in certain circumstances
- Contracts should also be able to be terminated in certain circumstances
- General adaptability

5. Enforceability

In general, an enforceable contract should:

- Be in writing
- Be signed by both parties:
- Define the rights and obligations of the parties
- Include provisions for resolving disputes
- Define the applicable law

Q.5. Role of the Central contract cell is to be explained by the examinees according to their personal assessment

EVALUATION REPORT:

1	Name of Procuring Agency	ABC Project
2	Method of Procurement	QBS
3	Title of Procurement	Hiring Consultancy services for ABC Project
4	Tender Inquiry Number	xxxxx
5	Date & Time of Bid Closing	20.6.2025 11.00 AM
6	Date & Time of Bid Opening	20.6.2025 02.00 PM
7	No of Bids Received	03
8	Criteria for Bid Evaluation	Attached with the tender documents
9	Details of Bid(s) Evaluation	Two stage QBS



May Exam-2026
Solutions – Project Management and Contract Evaluation in WAPDA
Projects (Application)

Name of Bidders	Marks obtained			Total evaluated cost	Rules/Reg/SBD*/policy Basis for rejection acceptance
	Technical	Financial	Total		
A	440	305	745	830	3 rd
B	500	355	855	920	1 st
C	408	280	688	870	2 nd

Top ranked bidder: B

Any other additional/supporting information, the procuring agency may like to share.

Signature

Official Stamp.....

**Standard Bidding Document*