

TERMS OF REFERENCE
Consultant Financial Sector (Grade II)
Privatization Division
(Privatization Commission)

A Background:

Privatization Commission (PC) a Body Corporate established under the Ordinance 2000 mandated to implement the privatization policy of the Federal Government and provides utilization of the proceeds of privatization for retirement of Federal Government debt and for poverty alleviation.

In order to facilitate efficient and transparent privatization process congruent to the international best practices Privatization Commission engage/hire professionals for different positions as per requirement on competitive market package. As per policy, privatization program is approved by the competent forums i.e. Cabinet Committee on privatization/Cabinet. A comprehensive regulatory framework on privatization is in place to ensure level playing field between SOEs and the potential buyers. For efficient Privatization process Privatization Commission believes to enhance its capacity by induction of competent/qualified resource with high standards of accountability and transparency to safeguard the national interest. Besides competency, the Commission attaches great importance to the transparency of the privatization process where the advisors/consultants are expected to avoid conflict of interest and disclose any business relationship with third parties interested in the outcome of the privatization. Amongst other professionals, Consultant Banking & Financial Market is one of the important positions required by the Commission with the following TORs

B Consultant Banking & Finance (Grade-II) Key responsibilities

- Advise and facilitate hiring process of Financial Advisor to complete the transaction of PSEs.
- Preparation of EOI and RFP documents for hiring of financial advisor and complete the process in accordance with Public Procurement Rules and international best practices.
- To oversee and monitor the performance of the Advisor with a view to complete the privatization process in a transparent and efficient manner.
- Foresee any risk factors likely to impede the transaction and suggest mitigation measure to the PC Management in a timely manner.
- Participation in Departmental Accounts Committee (DAC) and Public Accounts Committee (PAC) meetings and assisting Principal Accounting Office (PAO) on various audit reports and audit matters.
- To perform Industry and company analysis valuation and financial restructuring of companies.
- To keep Liaison with Internal / External auditors and Government auditors,

- To undertake financial analysis of properties/assets valuation carried out by Financial Advisors in respect of PSEs for perusal of the chairman/Secretary.
- To perform analysis of balance sheet, including management of affairs of a particular transaction.

C Time frame and Supervision

The initial period of Contract will be for two years extendable on satisfactory performance and the requirement of the Commission. The Consultant will report to the Secretary /Chairman of the Commission through Director General concerned.

D. Qualifications and Experience

Qualified Chartered Accountant (CA) or equivalent / MBA (Finance) / M.Com / M.Sc. (Economics) from HEC recognized University.

Experience:

Should have post qualification relevant experience of at least 08 years Transaction Advisory Service or Corporate Finance experience including ECM / M&A / Valuation gained in Public or Private Sector Preferable with BIG-4 Accounting Firms or Large Commercial Banks.

E. Remuneration

Competitive Market based salary package compatible to qualification and experience.

F. Performance indicators

The consultant would be required to submit quarterly report on the prescribed format listing all activities (qualitative and quantitative nature) with outcomes for assessment of senior management.

G Service matters

Terms and conditions of service of the consultant shall be governed in accordance with prescribed Regulations/ SOPs and policies devised by the Privatization Commission.

H Age Limit

Up to 50 Years

TERMS OF REFERENCE
Consultant /Transaction Manager (Industries) (Grade II)
Privatization Division
(Privatization Commission)

A Background:

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In order to facilitate efficient and transparent privatization process congruent to the international best practices Privatization Commission engage / hire professionals for different positions as per requirement on competitive market package. As per policy, privatization program is approved by the competent forums i.e. Cabinet Committee on privatization / Cabinet. A comprehensive regulatory framework on privatization is in place to ensure level playing field between SOEs and the potential buyers. For efficient Privatization process Privatization Commission believes to enhance its capacity by induction of competent / qualified resource with high standards of accountability and transparency to safeguard the national interest. Besides competency, the Commission attaches great importance to the transparency of the privatization process where the advisors / consultants are expected to avoid conflict of interest and disclose any business relationship with third parties interested in the outcome of the privatization. Amongst other professionals, Consultant Industry Sector is one of the important positions required by the Commission with the following TORs

B Consultant Industry Sector (Grade II) Key Responsibilities

- To conduct hiring process of financial advisor after seeking approval of competent forum.
- Preparation of EOI, RFP document for hiring of FA in respect of Industry Sector PSEs.
- To assist in bids evaluation process and keep systematic record of procurement proceedings till completion of transaction.
- To provide feedback / input to senior Management on different aspects of privatization process.
- To oversee financial advisor role and responsibilities for transparent and efficient transaction.
- To assist in undertaking Industry / Company analysis, valuation and financial restructuring.
- To guide PC Management on valuation and restructuring of Industry Sector entities.
- Negotiation for dispute resolution.

- To assist in drafting Agreements and implementation as per best practices pursued in Corporate Sector.

C. Time frame and Supervision

The initial period of Contract will be for two years on satisfactory performance and the requirement of the Commission. The Consultant will report to the Secretary / Chairman of the Commission through Director General concerned.

D Qualifications and Experience

Qualified Chartered Accountant (CA) or equivalent / MBA (Finance) / M.Com / M.Sc. (Economics) from reputable University / Institution.

Should have minimum 08 years Transaction Advisory Service or Corporate Finance experience including ECM / M&A / Valuation gained in Public or Private Sector Preferable with BIG-4 Accounting Firms or Large Commercial Banks.

E. Remuneration

Competitive Market based salary package negotiable compatible to qualification and experience.

F. Performance indicators

The consultant would be required to submit quarterly report on the prescribed format listing all activities (qualitative and quantitative nature) with outcomes for assessment of senior management.

G Service matters

Terms and conditions of service of the consultant shall be governed in accordance with prescribed Regulations / SOPs and policies devised by the Privatization Commission.

H Age Limit

Up to 50 Years

TERMS OF REFERENCE
Consultant Legal (Grade III)
Privatization Division
(Privatization Commission)

A. Background:

Privatization Commission (PC) a Body Corporate established under the Ordinance 2000 mandated to implement the privatization policy of the Federal Government and provides utilization of the proceeds of privatization for retirement of Federal Government debt and for poverty alleviation.

In order to facilitate efficient and transparent privatization process congruent to the international best practices Privatization Commission engage/hire professionals for different positions as per requirement on competitive market package. As per policy, privatization program is approved by the competent forums i.e. Cabinet Committee on privatization / Cabinet. A comprehensive regulatory framework on privatization is in place to ensure level playing field between SOEs and the potential buyers. For efficient Privatization process Privatization Commission believes to enhance its capacity by induction of competent / qualified resource with high standards of accountability and transparency to safeguard the national interest. Besides competency, the Commission attaches great importance to the transparency of the privatization process where the advisors / consultants are expected to avoid conflict of interest and disclose any business relationship with third parties interested in the outcome of the privatization. Amongst other professionals, Legal consultant is one of the important positions required by the Commission with the following TORs

B. Legal Consultant (Grade III) Key Responsibilities.

- Responsible to tender advice on all legal matters and privatisation transactions to the Management/Board of the Privatization Commission.
- To interpret Government of Pakistan Rules & Regulations including but not limited to Financial Rules and Public Procurement Rules and other related legal instruments.
- Preparation of EOI, RFP documents, for hiring of Financial Advisors and other consultancy services required by the Commission from time to time.
- To assist in drafting of Share Purchase Agreements (SPA), and other transaction documents.
- To facilitate implementation and negotiation of contracts with the Financial Advisors and buyers of the SOEs along with expertise in providing day to day legal services on corporate and regulatory matters.
- To defend litigation cases in the court of Law and draft comments/reply on behalf of the Commission.

- Drafting legal instruments of corporate and transactional nature to ensure transparent privatization process.
- To keep liaison with Government departments, Government owned Corporations and Courts.
- To assist the management in drafting SOPs / Manual in line with the Commission Ordinance 2000 and Regulations on recovery of sale proceeds and other operational and regulatory issues.
- Streamline and evaluate ongoing litigation cases in different courts of Law with a view to strategize for expeditious disposals with optimum benefits of the organization.
- Formulating proposals for alternative dispute resolution mechanism and implementing the finalized agreed solution.
- Formulation of Rules / and Regulations in line with the Ordinance.
- Keep update on all receivables and payables and suggest viable options including legal recourse to the Management.
- To oversee / monitor performance of Lawyers / Legal consultants on the panel of the PC.
- Any other matter assigned by the Management / Board.

C. Time frame and Supervision

The initial period of Contract will be for two years extendable on satisfactory performance and the requirement of the Commission. The Legal Consultant will report to the Director General concerned.

D. Qualifications and Experience

LLM from University or Institution recognized by the Higher Education Commission, with license to practice in the High Court in Pakistan

Minimum two years experience of Transaction Advisory Services, corporate law practice in a public or private sector organization.

E. Remuneration

Competitive Market based salary package negotiable compatible to qualification and experience.

F. Performance indicators

The consultant would be required to submit quarterly report on the prescribed format listing all activities (qualitative and quantitative nature) with outcomes for assessment of senior management.

G Service matters

Terms and conditions of service of the consultant shall be governed in accordance with prescribed Regulations/ SOPs and policies devised by the Privatization Commission.

H Age Limit

Up to 40 Years