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Planning

Managing Operations of British High Commission Staff Provident Trust Fund in Pakistan

Foreign, Commonwealth and Development Office

UK2: Preliminary market engagement notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-014226

Procurement identifier (OCID): ocids-h6vhtk-05006b ([view related notices](#))

Published 10 April 2025, 11:14am

Scope

Reference

CPG-12247-2025

Description

The British High Commission Staff Provident Trust Fund (in Pakistan) is a contribution-based investment fund with the purpose of making provision for employees in the event of their retirement, or their services coming to an end earlier than retirement age. The Fund adheres to The Provident Funds Act, 1925. All Country Based members of staff (after a qualifying period of service) are eligible to be members. The market value of the Fund as of December 2024 is Pakistani Rs. 2.940 Billion.

The objective of this tender exercise is to identify a competent Service Provider, who can manage the BHC Staff Provident Trust Fund for a period of up to five (5) years commencing

from 1 September 2025, ensuring good governance, compliance with relevant statutory requirements and provision of efficient services to the members of the Trust at all times.

The Contract shall commence on 1st September 2025 and will be initially for a period of Three (3) years. It will have provision for further Two (2) year extension, subject to satisfactory performance provided by the selected supplier and continued business requirement at the BHC in Islamabad (Pakistan).

An Early Market engagement is being planned on 23rd April 2025. Suitable and interested suppliers are invited to participate in the virtual market engagement session. The prime objective of organising this session is to share our tentative requirements and gain understanding of what can be provided or achieved by the players in the Local Market. A presentation will be shared with suppliers which will include FCDO's procurement procedures, possible bid evaluation criteria and overall project timelines

Interested suppliers should register their interest in participating this event by filling this form <https://forms.office.com/e/atqQ6Adc5p>. Please ensure you fill in all the details as requested in the form.

Total value (estimated)

- £0 excluding VAT
- £115,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 September 2025 to 31 August 2028
- Possible extension to 31 August 2030
- 5 years

Main procurement category

Services

CPV classifications

- 66141000 - Pension fund management services
- 66523100 - Pension fund administration services
- 66523000 - Pension fund consultancy services

Contract locations

- PK - Pakistan

Engagement

Engagement deadline

22 April 2025

Engagement process description

An Early Market engagement is being planned on 23rd April 2025. Suitable and interested suppliers are invited to participate in the virtual market engagement session. The prime objective of organising this session is to share our tentative requirements and gain understanding of what can be provided or achieved by the players in the Local Market. A presentation will be shared with suppliers which will include FCDO's procurement

procedures, possible bid evaluation criteria and overall project timelines

Interested suppliers should register their interest in participating this event by filling this form <https://forms.office.com/e/atgQ6Adc5p> Please ensure you fill in all the details as requested in the form by 22 April 2025.

Participation

Particular suitability

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

Submission

Publication date of tender notice (estimated)

9 May 2025

Contracting authority

Foreign, Commonwealth and Development Office

- Public Procurement Organisation Number: PXRR-8771-PHVX

King Charles Street

London

SW1A 2AH

United Kingdom

Contact name: Bidisha Chaliha

Telephone: +919650111812

Email: SouthAsia.Procurement@fcdo.gov.uk

Website:

<https://www.gov.uk/government/organisations/foreign-commonwealth-development-office>

Region: UKI32 - Westminster

Organisation type: Public authority - central government