

Government of Pakistan
Revenue Division
Federal Board of Revenue

Islamabad, the 28th October, 2025

MINUTES OF THE PRE-BID MEETING

Subject: **LICENSING EXAMINATION FOR CUSTOMS CLEARING AGENTS**

A pre-bid meeting regarding hiring of services of institutions/testing agencies for conducting the licensing examination for customs clearing agents was scheduled on October 28, 2025, at 11:00 a.m. in Committee Room No. 358, Federal Board of Revenue (FBR) Headquarters, Islamabad. The advertisement for the subject procurement had been published in Daily "Dunya" and Daily "The News" on October 25, 2025, and was also uploaded on the FBR and PPRA websites. The bidding documents were made available on the e-PADS and FBR websites. To facilitate the participation of interested firms, a VLC link was also provided in the advertisement for attending the pre-bid meeting online, in accordance with the relevant provisions of the PPRA Rules, 2004.

2. On the scheduled date and time, the Secretary to the Procurement Committee and Ms. Umme Kalsoom, Second Secretary (Transformation Delivery Unit), were present to conduct the pre-bid meeting (**Annex-A**). One representative from the Institute of Business Administration (IBA), Karachi attended the meeting through the provided VLC link and his queries was thoroughly addressed (**Annex-B**).

Encl. As above.


(Farrukh Amir Sial)
Secretary (Admin)
Secretary Procurement Committee

Distribution:

- Members of the Procurement Committee.
- Member of the Technical / Financial Evaluation Committee.

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Annex-A

S.No.	Name & Designation	Portfolio in Committee	Remarks
1.	Ms. Umme Kalsoom Second Secretary (CA)	For Assistance of Committees	Present
2.	Mr. Farrukh Amir Sial Secretary (Admn)	Secretary Procurement Committee	Present

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Annex-B

S.No.	Name of Firm	Name of Representative	Remarks
1.	IBA, Karachi	Mr. Azad Ahmad azadahmed@iba.edu.pk 0334-8533000	On-Line