



GOVERNMENT OF PAKISTAN
FEDERAL BOARD OF REVENUE
(PAKISTAN RAISES REVENUE PROGRAM)

Re. No. 2(1)/2024-Addl.Dir(P&F)

Islamabad, the 25th April, 2025

Subject: Minutes of the Pre-Bid Meeting - Procurement of Microsoft Windows Server Licensing & Microsoft Exchange Server [2(1)/2024-Addl.Dir(P&F)/PK-FBR-468953-GO-RFB]

A Pre-bid Meeting for subject procurement activity, as was pre-fixed in the Request for Bids' Specific Procurement Notice (SPN) published in leading national dailies, was held on 8th April, 2025 at the Federal Board of Revenue (FBR), FBR House, Constitution Avenue Islamabad, Pakistan.

2. The meeting was chaired by the Mr. Amar Javed, Chief (Systems), and was attended by the technical team of PRAL, officials of Program Office & representatives of the prospective Bidders (in person as well as online/virtually). The purpose of the Pre-bid Meeting was to provide clarifications on queries/questions raised by the representatives of the prospective bidders on the Bidding Document for subject procurement activity, to facilitate them in preparation of effective technical and financial bids.

3. The Contracts Specialist-PRRP gave a brief overview of the World Bank Procurement Guidelines and apprised on the structure of the Bidding Documents. The prospective bidders' representatives were thereafter invited to share their queries for clarification. In view of the queries raised by the bidder's representative during the meeting, the FBR team clarified the same in the light of the relevant clauses of the bidding document. and FBR system requirements.

4. In addition, the representatives were also given two (02) days' time, to share their queries in writing also, enabling avoiding any confusion. In this regard, it was clarified that the Federal Board of Revenue would reply all the queries of the prospective bidders in the form of Minutes of Pre-bid Meeting. The Minutes of Pre-bid Meeting would be shared with all the prospective bidders who have participated in the Pre-Bid Meeting and/or would have asked for clarifications subsequent to the Meeting. Besides, the Minutes would also be uploaded on the website of the Federal Board of Revenue www.fbr.gov.pk/tenders.

5. Accordingly, the following table provides all queries either asked during Pre-bid and/or Follow Meeting, or made in writing, by the prospective bidders and replies thereof by FBR:

Sr. No	RFB Section	Text/ Specifications as per RFB	Bidder Query/ Suggestion	Clarification by FBR
1.	General Query		Microsoft will end support for on-premises Exchange Server 2016 and 2019 on October 14, 2025, meaning no more security updates, bug fixes, or technical support will be provided after that date. Continuing to use unsupported versions of Exchange exposes organizations to security vulnerabilities, compliance risks, and potential operational disruption. It is recommended FBR should plan and prepare for this transition, potentially by migrating to a newer version of Exchange Server exploring cloud-based solutions such as Exchange Online. According to Microsoft, it will be available from July 2025. Please click here for details.	FBR will be requiring Exchange On prem SC Edition to Cover this.
2.	Section-II BDS - ITB 22.1 & 25.1	The deadline for Bid submission is: Date: 17 th April, 2025	Two-week extension for submission date	Incorporated in Amendment-02 to the RFB
3.	Section-III Evaluation & Qualification Criteria. 3.1(a)	Financial Capability: The Bidder shall submit audited financial statements or, if not required by the law of the Bidder's country, other financial statements acceptable to the Purchaser, for the latest five (05) financial years prior to bid submission deadline, demonstrating the current soundness of the Bidder's financial position. These financial statements must include balance sheets, profit and loss accounts, assets and liabilities, investments and availability of financial resources to manage the contract. Average annual Turnover of the bidder / bidders should be at least Rs. 500M. in the last five years. For a joint venture, this requirement may be met by all members combined subject to the condition that each	Turnover should be reduced.	Incorporated in Amendment-02 to the RFB.

		member meet at least 25% criteria and lead member to meet at least 50% of financial capability criteria.		
4.	Section-III Evaluation & Qualification Criteria. 3.1(b)(ii)	The Bidder shall demonstrate that it has successfully completed at least two (02) contracts concerning the similar/ comparable Goods and related Services each with the value of US\$ 100,000 within the last five (05) years prior to bid submission deadline, consistent with this RFB. For a joint venture, this requirement may be met by all members combined.	Re consider the evaluation criteria regarding period and contract amount.	Incorporated in Amendment-02 to the RFB.
5.	Section-IX Special Condition of Contract. GCC 16.1	The payment(s) shall be made upon completion of delivery and successful installation, testing and commissioning (where/ if applicable) on DDP (Delivered Duty Paid) basis as per respective clauses of the Contract and verification/ acceptance/ sign-off of the Supplier's invoice(s) along with Documents for Payments by the Purchaser. A sign-off by Purchaser regarding successful delivery and subsequent installation, testing and commissioning (where/ if applicable) shall be a prerequisite before an invoice can be submitted by the Supplier. Purchaser will make payment through cross cheque in PKR.	Since only software licensing is required, the license payment should be upfront and should not be dependent on deployment.	The payment shall be released after licenses are received on start of Subscription edition following the condition specified in the RFB.
7.	Section-IX Special Condition of Contract. GCC 18.1	A Performance Security shall be required. The amount of the Performance Security shall be: 0.5 % of the Contract(s) Price in the shape of an unconditional and irrevocable Bank Guarantee issued by any scheduled bank in Pakistan	Insurance guarantee by reputed Insurance Companies should be acceptable as it is accepted by other public sector organizations.	RFB terms remain intact.

		as per applicable template valid for a period of sixty (60) days beyond the 03 years support period or any extended period of 03 years original support period.		
8.	Section-VII Schedule of Requirements. 3. Technical Specifications	-	The number of CALS required is the same as the Exchange Server?	For Exchange 1500 Standard Cals and 500 Enterprise Cals. For Windows Standard Edition 2000 Cals and 50 Cals are required for Windows Datacenter Edition
9.	Section-VII Schedule of Requirements. 3. Technical Specifications	-	The mention of “deployment” in the technical specifications section has caused some ambiguity, particularly as it contradicts previous clarifications provided by FBR during the pre-bid meeting, where it was stated that deployment is not required. To avoid any potential confusion, we respectfully request that the term "deployment" be removed or appropriately clarified in the relevant section of the RFP.	Only deployment is Required.
10.	Section-IX Special Condition of Contract. GCC 28.3	-	As clarified in the pre-bid meeting, all the Microsoft Licenses are required with Software Assurance (SA) to cover 3 years support. Please confirm.	Yes