

TECHNICAL EVALUATION REPORT

(As Per Rule 35 of PP Rules, 2004)

1. Name of Procuring Agency Federal Board of Revenue (HQ)
2. Method of Procurement Single Stage Two Envelope
3. Title of Procurement Hiring of HR Firm for Provision of Experts and Payroll Services
4. Tender Inquiry No. 5(18)-S(Admin)/2024
5. PPRA Ref. No. (TSE). TS559549E
6. Date & Time of Bid Closing 6th May, 2025 02:00 PM
7. Date & Time of Bid Opening 6th May, 2025 02:30 PM
8. No of Bids Received 05
9. Criteria for Bid Evaluation Technical Bid Evaluation Report Attached.
10. Details of Bid(s) Evaluation Technical Bid Evaluation Report Attached.

Name of Bidder	Technical Marks (if applicable)	Rule/Regulation/SBD*/Policy/Basis of Rejection/Acceptance as per Rule 35 of PP Rules, 2004.
M/s Solochoicez Pvt Ltd with M/s Baker Tilly Mehmood Idrees Qamar Chartered Accountants (JV)	Responsive	Accepted: M/s Solochoicez Pvt Ltd with M/s Baker Tilly Mehmood Idrees Qamar Chartered Accountants (JV) M/s KPMG Taseer Hadi and Co. Chartered Accountants M/s International Consulting Associates Pvt Ltd, FSC Integrated Services, Kamayi (.JV) M/s Pak Multi Services Pvt Ltd.
M/s KPMG Taseer Hadi and Co. Chartered Accountants	Responsive	
M/s International Consulting Associates Pvt Ltd, FSC Integrated Services, Kamayi (.JV)	Responsive	
M/s Pak Multi Services Pvt Ltd	Responsive	
M/s HRSG Outsourcing Pvt Ltd	Non-Responsive	Rejected: M/s HRSG Outsourcing Pvt Ltd Disqualified as bid not submitted on E-Pads.

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

Signature: _____

Official Stamp: _____

***Standard Bidding Documents (SBD).**

INVITATION TO BID

TECHNICAL BID(S) EVALUATION REPORT

Invitation to Bid Reference No.	TS559549E
Invitation to Bid Title	Hiring of HR Firm for Provision of Experts and Payroll Services
Invitation to Bid Issuance/ Publishing Date	28 th March, 2025
Bids Submission date (Initial)	23 rd April, 2025
Corrigendum No. 01, dated 15th April, 2025 – Extension in Bid submission date	25 rd April, 2025
Addendum No. 01 to Invitation to Bid, dated 15-04-2025	Revised Requirements of Invitation to Bid
Corrigendum No. 02, dated 22nd April, 2025 – Issuance of Addendum-2	25 th April, 2025
Addendum No. 02 to Invitation to Bid, dated 22-04-2025	Amended as Annexure-A to Addendum-2
Corrigendum No. 03, dated 24th April, 2025 – Extension in Bid submission date	30 th April, 2025
Addendum No. 03 to Invitation to Bid, dated 24-04-2025	Amended as Annexure-A to Addendum-3
Corrigendum No. 04, dated 29th April, 2025 – Extension in Bid submission date	6 th May, 2025
Addendum No. 04 to Invitation to Bid, dated 29-04-2025	Amended as Annexure-A to Addendum-4
Publishing	National Press (two leading national daily newspapers – One English and One Urdu) Website(s): FBR
Procurement Method/ Process	Single Stage Two Envelope – Invitation to Bid – Open
Technical Bids Evaluation Report Signing Date	9th May, 2025

Table of Contents

1.	Project Background	3
2.	Brief Description of the Requirements	3
3.	Brief Terms of Invitation to Bid Document	3
4.	Bid Process	3
5.	Technical/ Financial Evaluation Committee	4
6.	Bid(s) Received	4
7.	Bid Opening	4
8.	Preliminary Examination	5
9.	Detailed Technical Evaluation	5
10.	Bids Accepted as responsive to the Invitation to Bid	5
11.	Bids Rejected as Non-responsive to the Invitation to Bid	5
12.	Technical/ Financial Evaluation Committee Recommendations	6

- Annexure-I** Invitation to Bid Publications (Clippings)
- Annexure-II** Technical Bid Opening Statement.
- Annexure-III** Mandatory Requirements for Eligibility/Responsiveness and Bid Evaluation Criteria (Technical)

Amali

Reginald

W. D. D.

1. Project Background

The Federal Board of Revenue (FBR) intends to hire an HR firm for the Provision of Audit Mentors (58) and Sectoral Experts (115) to improve tax administration, auditing, and compliance.

2. Brief Description of the Requirements

Hiring HR Firms for Provision of Audit Mentors (58) and Sectoral Experts (115) to improve tax administration, auditing, and compliance. Bidding process will follow the Single Stage Two Envelope Procedure for transparency and competition. Contracts will ensure prompt onboarding of personnel within specified timelines, with a robust payroll management system.

Position	Audit Mentors	Sectoral Experts	Total
Number of Positions	58	115	173

3. Brief Terms of Invitation to Bid Document

Period for delivery of services	<i>Audit Mentors:</i> Maximum 3 years (non-extendable). <i>Sectoral Experts:</i> 6 months, extendable if required. <i>Deployment Timeline:</i> Experts to be provided within 2-6 weeks of contract award.
Bid Validity from bid opening	120 days
Bid Security	PKR 1,000,000 (mandatory)
Performance Security	1% of the Contract price
Liquidated Damages	Maximum 10% of the Contract value
Currency for Evaluation of Bid	Pak Rupees (PKR)

4. Bid Process

The bidding process for the subject activity is Single Stage Two Envelope – Invitation to Bid – Open. Invitation to Bid notification was published in national press (two leading national daily newspapers – One English and One Urdu) on 28th March, 2025 (**Annexure-I**) as well as uploaded on e-PADS, FBR (<https://www.fbr.gov.pk/>) and PPRA (<https://www.ppra.gov.pk/>).

Summary of bid process is listed below:

Invitation to Bid Reference No.	TS559549E
Invitation to Bid Title	Hiring of HR Firm for Provision of Experts and Payroll Services
Invitation to Bid Issuance/ Publishing Date	28 th March, 2025
Bids Submission date (Initial)	23 rd April, 2025
Corrigendum No. 01, dated 15th April, 2025 – Extension in Bid submission date	25 rd April, 2025
Addendum No. 01 to Invitation to Bid, dated 15-04-2025	Revised Requirements of Invitation to Bid
Corrigendum No. 02, dated 22nd April, 2025 – Issuance of Addendum-2	25 th April, 2025
Addendum No. 02 to Invitation to Bid, dated 22-04-2025	Amended as Annexure-A to Addendum-2

Corrigendum No. 03, dated 24th April, 2025 – Extension in Bid submission date	30 th April, 2025
Addendum No. 03 to Invitation to Bid, dated 24-04-2025	Amended as Annexure-A to Addendum-3
Corrigendum No. 04, dated 29th April, 2025 – Extension in Bid submission date	6 th May, 2025
Addendum No. 04 to Invitation to Bid, dated 29-04-2025	Amended as Annexure-A to Addendum-4
Publishing	National Press (two leading national daily newspapers – One English and One Urdu) Website(s): FBR
Procurement Method/ Process	Single Stage Two Envelope – Invitation to Bid – Open
Technical Bids Evaluation Report Signing Date	9th May, 2025

5. Technical/ Financial Evaluation Committee

Following Technical/ Financial Evaluation Committee was designated for the evaluation of the subject Invitation to Bid:

Sr. No	Name	Designation	Role
1.	Dr. Hamid Ateeq Sarwar	Member (IR-Operations)	Chairman/ Convener
2.	Mr. Wajid Ali	Member (Customs Policy)	Member
3.	Mr. Muhammad Khalid Jamil	Chief (Tax Reforms)	Member
4.	Dr. Muhammad Khurram	Chief (Mgt/HR-IR)	Member
5.	Mr. Rizwan Salabat	Chief (Mgt/HR-Customs)	Member
6.	Ms. Ayesha Bashir Wani	Chief (F&C) – Customs	Member
7.	Mr. Muhammad Ali Khan	Secretary (Exp) FBR	Member
8.	Mr. Waqar Ahmed	Second Secretary (IR-CPF)	Member/Secretary
9.	Dr Muhammad Amir Malik	Chief Executive Officer, PRAL	Member

6. Bid(s) Received

On the bid submission date and time (6th May, 2025 @ 02:30PM) following bids were received:

Sr. No	Bidder	Bid Submitted in Hard Form	Bid Submitted on E-Pads
1	Solochoicez with Baker Tilly (JV)	✓	✓
2	KPMG Taseer Hadi and Co.	✓	✓
3	International Consulting, FSC Integrated Services, Kamayi (JV)	✓	✓
4	Pak Multi Services Pvt ltd	✓	✓
5	HRSG Outsourcing Pvt Ltd	✓	✗

7. Bid Opening

(Handwritten signatures and marks)

In accordance with the bid opening procedure of Single Stage Two Envelope method, Technical bids were opened publicly on the same date immediately after bid submission time at FBR House by the Technical/ Financial Evaluation Committee in the presence of bidders authorized representatives. The bids availability on e-PADS was checked and confirmed in presence of bidders authorized representatives. Availability of bid security as per Invitation to the Bids terms, bid submitted for package(s)/ region(s) and confirmation of financial bid were read out at the time of bid opening meeting. The bid opening statement is placed at **(Annexure-II)**.

The sealed financial bids of all bidders were signed by the Technical/ Financial evaluation committee and kept in safe custody.

8. Preliminary Examination

Preliminary examination of the technical bids was carried out. The examination included verification/ review of bidder bid form, completeness of the bid, eligible countries, bid validity confirmation and availability of bid security as per requirement of the Invitation to Bid. The finding(s) from preliminary examination are summarized below:

Bidder	Bid Form	Eligible Country	Bid Validity	Bid Security	Substantial Responsiveness	Acceptance for detailed Examination
Solochoicez with Baker Tilly (JV)	Yes	Pakistan	Yes	Yes	Yes	Yes
KPMG Taseer Hadi and Co.	Yes	Pakistan	Yes	Yes	Yes	Yes
International Consulting, FSC Integrated Services, Kamayi (JV)	Yes	Pakistan	Yes	Yes	Yes	Yes
Pak Multi Services Pvt Ltd	Yes	Pakistan	Yes	Yes	Yes	Yes

9. Detailed Technical Evaluation

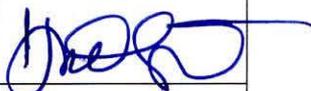
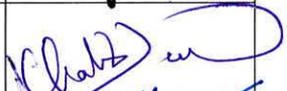
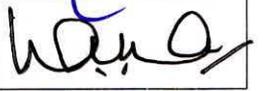
- a. Mandatory Requirements for Eligibility/Responsiveness and Bid Evaluation Criteria (Technical) – **Annexure-III**

10. Bids Accepted as responsive to the Invitation to Bid

Sr.	Bidder
1	Solochoicez with Baker Tilly (JV)
2	KPMG Taseer Hadi and Co.
3	International Consulting, FSC Integrated Services, Kamayi (JV)
4	Pak Multi Services Pvt Ltd

11. Bids Rejected as Non-responsive to the Invitation to Bid

Sr.	Bidder	Remarks
1	HRSO Outsourcing Pvt Ltd	Disqualified as bid not submitted on E-Pads.

Sr. No	Role	Designation	Signature
1.	Chair/Convener	Member (IR-Operations)	
2.	Member	Member (Customs Policy)	
3.	Member	Chief (Tax Reforms)	
4.	Member	Chief (Mgt/HR-IR)	
5.	Member	Chief (Mgt/HR-Customs)	
6.	Member	Chief (F&C) – Customs	
7.	Member	Secretary (Exp) FBR	
8.	Member/Secretary	Second Secretary (IR-CPF)	
9.	Member	Chief Executive Officer, PRAL	

INVITATION TO BID

“Hiring of HR Firm for Provision of Experts and Payroll Services”

1. Sealed bids are invited from firms/entities, registered with PPRA on E-PADS as vendors and also registered with Income Tax and Sales Tax Departments, which must also be included in Active Tax Payer's List of FBR for provision of audit mentors and sectoral experts for the offices of Federal Board of Revenue (FBR) across the country. Summary of the experts to be provided by the HR Firm is as follows:

S#	Position	Total Number of Experts Required
1	Audit Mentors	58
2	Sectoral Experts	115

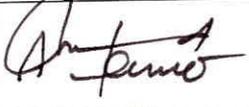
2. Bidding documents are available on e-PADS and FBR/PPRA Websites i.e. <https://www.ppra.gov.pk> & <https://www.fbr.gov.pk> and can be downloaded free of cost. Encrypted electronic bids duly completed and in conformity with Bidding Documents must be submitted online on e-Pak Acquisition and Disposal System (e-PADS) website till 11:00 AM dated 23.04.2025 and bid shall be opened on the same day & date i.e. at 11:30 a.m. in the presence of available representatives of the firms. Bidding shall be carried out by Single Stage Two Envelope Procedure. All the bidders acquiring bidding documents online will intimate the department at the email address at the end of the advertisement.
3. Only firms registered with PPRA on E-PADS as vendors are eligible to participate in the bidding process and downloaded the bidding documents. Interested eligible bidders may request for further information/clarification by email at hasham.malik@fbr.gov.pk during official Business Days and timing at the address given below, within Seven (07) days before the proposal submission deadline.
4. The document in hard/ printed form; on specific request via official email or printed over official letterhead duly signed and stamped by the authorized signatory, can be sent through courier for a non-refundable amount of PKR 5,000 or an equivalent amount in a freely convertible currency.
5. Hard copy of sealed bids prepared in accordance with instructions contained in the bidding documents must be delivered to the address below on or before 11:00 AM dated 23 April, 2025. Submission of bids through email is not permitted. Late Bids will be rejected. Bids will be opened the same day at 11:30 am. This advertisement is also available on the PPRA website at www.ppra.org.pk.
6. A Pre-bid Meeting will take place on 8 April 2025 at 11:00 AM at Conference Hall, FBR HQ, Constitution Avenue, G-5/2, Islamabad. The bidders who wish to join the meeting virtually can join by using the following link <https://vfc.fbr.gov.pk/meeting/> (Meeting ID: 317317, Passcode: 0147, Time: Apr 8, 2025 11:00 AM Islamabad)
7. Sealed bids (as prescribed in Bid Data Sheet of the Bidding Document) in accordance with the provisions of Public Procurement Rules, 2004 and terms and conditions defined in the bidding document, supported by bid security PKR. 1,000,000 (One million Only), in the shape of pay order/demand draft/ call deposit/banker's cheque in the name of Secretary (Administration), FBR (HQ), Islamabad should reach Room 506, Fifth Floor, Federal Board of Revenue (FBR) HQ, Islamabad on/or before 1100 hours by 23 April 2025.
8. In case opening date(s) is declared as a Public Holiday by the Government, the next working date shall be deemed to be the date for submission and opening of tender(s) at the same time and place. FBR may reject all bids at any time prior to the acceptance of a bid by invoking rule 33 of Public Procurement Rule (PPR), 2004.

Hasham Khalid Malik (Secretary (Administration))

Room 506, Fifth Floor,
 Federal Board of Revenue (HQ) Islamabad
 Email: hasham.malik@fbr.gov.pk
 Phone No: 051-9203679



TECHNICAL BID OPENINGPPRA Web Reference No: TS559549ETitle: "HIRING OF HR FIRM FOR PROVISION OF EXPERTS AND PAYROLL SERVICES"Bid opening date: 6th May, 2025Time: 02:30PM

S.No.	Firm Name	Representative Name	Bid Submitted both (Hard/EAPDS)	Bid Security	Soft Copy	Financial Bid	Signature (firm representative)
1.	International Consulting Associates PVT. Ltd	Tanveez Ahmed Ichar	Yes	Yes		Yes	
2.	Solochoicez Pvt Ltd	Shahbaz Gani	Yes	Yes	Yes	Yes	
3.	Pakmulti Services Pvt Ltd	Tanzeel-ur-Rahman	Yes	Yes		Yes	
4.	KPMG Taseer Hadi & Co. Chartered Accountants		Yes	Yes	Yes	Yes	
5.	HRSG outsourcing Pvt. LTD		Submitted in hard but not on E-Pads	Disqualified as bid not submitted on E-Pads.			
6.							



WAQAR AHMED
Second Secretary (CPF Funds)
IRS-CPF Secretariat, FBR



HASHAM KHALID MALIK
Secretary (Admn)
Federal Board of Revenue
Islamabad

BID EVALUATION CRITERIA (TECHNICAL)

Sr. No	Eligibility Criteria		Solochoicez with Baker Tilly (JV)	KPMG Taseer Hadi and Co.	International Consulting, FSC Integrated Services, Kamayi (JV)	Pak Multi Services
1	A copy of the Certificate of Registration/Incorporation from the Security and Exchange Commission of Pakistan or any other entity with lawful jurisdiction thereof.	Confirmation	Yes	Yes	Yes	Yes
		Document Type	Certificate of Incorporation	Certificate of Incorporation	Certificate of Incorporation	Certificate of Incorporation
2	Valid Tax Compliance Certificate for NTN and STRN with active status on ATL both for NTN & STN.	Confirmation	Yes	Yes	Yes	Yes
		Document Type	Taxpayer Online Verification Certificate	Taxpayer Online Verification Certificate	Taxpayer Online Verification Certificate	Taxpayer Online Verification Certificate
3	Undertaking on stamp paper of appropriate value; that no litigations have been initiated against the firm from any Public Sector entity otherwise provide complete details of such litigations, including but not limited to, the nature/description of litigation, the amount under dispute etc	Confirmation	Yes	Yes	Yes	Yes
		Document Type	Undertaking on stamp paper	Undertaking on stamp paper	Undertaking on stamp paper	Undertaking on stamp paper
4	The bidder shall provide an undertaking that the bidder has not been declared blacklisted by any national institution and/or by any international/foreign organization	Confirmation	Yes	Yes	Yes	Yes
		Document Type	Undertaking on stamp paper	Undertaking on stamp paper	Undertaking on stamp paper	Undertaking on stamp paper
5	More than 10 years of operations (from Registration date of NTN/FBR)	Confirmation	Yes	Yes	Yes	Yes
		Document Type	Certificate of Incorporation	Certificate of Incorporation	Certificate of Incorporation	Certificate of Incorporation
6	The bidder must have at least 10 years of HR outsourcing and payroll management experience in the public/private sector having similar or higher capacity.	Confirmation	Yes	Yes	Yes	Yes
		Document Type	Service agreements provided	Detailed project list showing experience from 2007 onwards	Service agreements provided	Service agreements provided

7	Executed 06 projects for both recruitment and payroll services over last 10 years	Confirmation	Yes	Yes	Yes	Yes
		Document Type	NITB, Central Dte. Of National Saving; IESCO, GESCO, National Book Foundation, GIST, Liaision Corp. Pvt Ltd, PILRA Board of Revenue Punjab, Fawaz Al Hokair Group of Riyadh etc.	16+ projects including ; PMCL, GSK, UAC, Telenor, TFCL, SAIF Holdings, Gate Health care 1 Pak Pvt. Ltd. , Angelini Pharmaceuticals Pvt. Ltd., Finca Micro finance bank etc	Service agreements with Wapda, HBL, MCB, PSDF, U Bank, GIKI, Quaide e Azam Solar, DESCON etc	SECP, Universal Service Fund, Health Services Academy, Centurion, Sterling Solutions General Trading LLC,UAE, Alpha Steels, Teacher Hiring etc
8	Completed three projects where head hunting of executive personnel was involved.	Confirmation	Yes	Yes	Yes	Yes
		Document Type	NITB Project Coordinator, GIST technology Pvt Ltd, Liaision Corp. Pvt Ltd, Fawaz Al Hokair Group of Riyadh etc	Telenor, SAIF Holdings, Gate Health care 1 Pak Pvt. Ltd. , Finca Micro finance bank , Kinetic Solar Punjab Two Pvt. Ltd.	CEO Hiring for Ubank, CFO Wapda, Directors for UBL, GIKI etc	SECP, Aplha Steel, Centurion, Helath Services Academy Isb
9	Providing payroll services for more than 200 personnel currently	Confirmation	Yes	Yes	Yes	Yes
		Document Type	list of 330 personnels provided	Count of personnels 1700, Service agreement with GSK Pakistan Ltd. Provided	FSC alone manages payroll of more than 1000 personnels.	list of 200+ staff provided
10	Average Annual Turnover for last 3 Consecutive financial years above 200 million per year.	Confirmation	Yes	Yes	Yes	Yes
		Document Type	Audited Accounts and Income Tax Returns	Income Tax Returns (Avg Rs. 4.3 Billion per year)	Audited Accounts and Income Tax Returns	Audited Accounts
11	Proof of nationwide presence i.e. Head Office in Karachi, Lahore, or Islamabad/ Rawalpindi	Confirmation	Yes	Yes	Yes	Yes
		Document Type	Islamabad, Lahore, Quetta, Karachi rent agreements	Screenshot of KPMG website Islamabd, Karachi , Lahore addresses provided.	Peshawar, Lahore, Karachi, Islamabad	Sales deed Rawalpindi, Rent Agreement Karachi, Rent Agreement Lahore