

Government of Pakistan
Revenue Division
Federal Board of Revenue

Islamabad, the 05th June, 2025

MINUTES OF THE PRE -BID MEETING

SUBJECT: HIRING OF HR FIRM FOR PROVISION OF AUDITORS AND PAYROLL SERVICES

To hire the services of HR Firm for provision of Auditors and Payroll Services, an advertisement was floated in Daily "The Express" and daily, "The News" on 30.05.2024 (Monday). The advertisement was also published on FBR and PPRA websites. The bidding documents were also uploaded on ePads and FBR websites. The Zoom link was provided in the advertisement for the firms to participate in the meeting online. As per PPRA Rules, 2004, a pre-bid meeting (in person and online) in Committee Room No.358 was convened on 05.06.2025 at 11:00 am. The Members of Procurement Committee & Technical/Financial Evaluation Committee were present (Annex-A). Secretary (Admn) being Secretary, Procurement Committee was also present to facilitate the participants of the meeting.

2. Five (05) representatives of firms were present personally and (04) four representative attended the pre-bid meeting through the given Zoom link. (Annex-B)

3. During the pre-bid meeting, Mr. Muhammad Khalid Jamil, Chief (Tax Reforms/TDU) briefed the representative of the firms about the bidding document. Most of the Representative of the firms were participated in the previous bidding process and have knowledge about the bidding document. The representative of M/s Pakmulti Services (Pvt) Limited pointed out some typographic error in Financial Bid Sheet of bidding document which was acknowledged by Mr. Muhammad Khalid Jamil, Chief (Tax Reforms/TDU) and Firms were informed that after Eid Holidays a Corrigendum in this regard will be issued by FBR.

4. The meeting concluded with a vote of thanks from the chair to the participants.

(Hasham Khalid Malik)
(Secretary Admin)/
Secretary Procurement Committee

Distribution:

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

Annex-A

S.No.	Name & Designation	Portfolio in Committee	Remarks
1.	Mr. Ahmed Shuja Member (Audit/CRM)	Member Procurement Committee	Present
2.	Mr. Freedoon Akram Sheik Chief (Admn & Finance)	Member Procurement Committee	Present
3.	Mr. Muhammad Khaid Jamil Chief (Tax Reforms)	Member Technical/Financial Evaluation Committee	Present
4.	Mr. Hasham Khalid Malik Secretary (Admn)	Secretary Procurement Committee	Present

**Attendance of Firms for Pre-Bid Meeting for "Hiring of HR Firm for Provision of
Auditors and Payroll Services" dated 05.06.2025**

S.No.	Name of Firm	Name of Representative	CNIC & Mobile No.	Email No.	Status
1	HRSB	Behram Khan	14301-8647046-1 0307-2224984	behram.khan@hrsonline.com	Present in Person
2	HRSB	Hamza Tariq	37405-6829579-5 0331-5440504	hamza.tariq@hrsonline.com	Present in Person
3	Pakmulti Services Pvt Ltd	Abdul Zahid	37405-0382085-1 0300-5246264	info@pakmultiservices.com	Present in Person
4	Pakmulti Services Pvt Ltd	Rashidullah Khan	38301-1879689-7 0332-7915875	jobs@pakmultiservices.com	Present in Person
5	Solochoicez (Pvt) Ltd	Shahbaz Gull	13101-7000730-9 0332-5689380	shahbaz@solochoicez.com	Present in Person
6	JV (FSC Integrated Services, International Consulting Associates, Kamyai)	Wasama Imran			On-line
7	Segment Head, Professional Employer Pvt Ltd, Islamabad	Farhan Ibrahim			On-line
8	SGS, Pakistan	Atif Khawaja			On-line
9	SGS, Pakistan	S. Hassan Kazmi			On-line