

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 Accredited Academic Institution/
Testing Agencies for Conducting Licensing
Examination of Customs Agents for Financial
Years 2024-25, 2025-26 & 2026-27
4. Tender Inquiry No. 3(64)E&C/2024-PT-II
5. PPRA Ref. No. (TSE). TS560026E
6. Date & Time of Bid Closing 29th April, 2025 11:00 AM
7. Date & Time of Bid Opening 29th April, 2025 11:30 AM
8. No of Bids Received 04
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 ICMA International	74	Bid Accepted as responsive to the Invitation to Bid.
M/s Fair Testing Services Pakistan	55	
M/s Central Testing Services	73	
M/s National Testing Services	84	

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

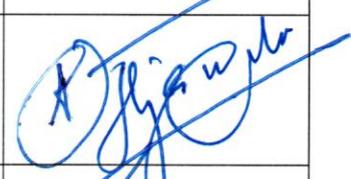
Signature: _____


Secretary (Admn)
Federal Board of Revenue
Islamabad

Official Stamp: _____

(Remaining committee members signature placed at Annex-I)

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

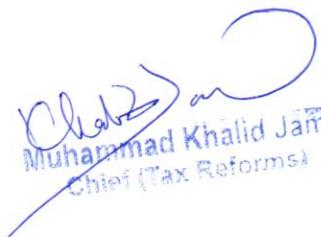
Name	Designation	Role	Signatures
Mr. Muhammad Iqbal	Member (Admin/ HR)	Chairman/ Convener	
Mr. Ahmad Shuja Khan	Member (Audit/CRM)	Member	
Muhammad Junaid Jalil Khan	Member (Customs Operations)	Member	
Mr. Freedom Akram Sheikh	Chief (Admin & Finance)	Member	



INVITATION TO BID

TECHNICAL BID(S) EVALUATION REPORT

Invitation to Bid Reference No.	TS560026E
Invitation to Bid Title	Hiring of Accredited Academic institution/Testing Agencies for Conducting Licensing Examination of Customs Agents for Financial Years 2024-25, 2025-26 & 2026-27
Invitation to Bid Issuance/ Publishing Date	29 th March, 2025
Pre-Bid Meeting	14 th April, 2025
Amendment No. 1 issuance date	16 th April, 2025
Bids Submission date	29 th April, 2025
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	21-05-2025


Muhammad Khalid Jamir
Chief (Tax Reforms)


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


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Secretary (Expenditure)

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- Annexure-I** Invitation to Bid Publications (Clippings)
Annexure-II Technical Bid Opening Statement.


Muhammad Khalid Jamil
Chief (Tax Reforms)


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


Secretary (Expenditure)

1. Project Background

The Federal Board of Revenue (FBR) is looking for hiring services of an HEC recognized Accredited academic institution for three (03) years to conduct annual examination for Licensing of Customs Agents for F. Y. 2024-25, 2025-26 & 2026-27.

2. Brief Description of the Requirements

Pakistan Customs is responsible for awarding licenses to Customs Agents, who act as intermediaries between traders and Customs Officers. These agents must be well-versed with all relevant legal provisions and procedures. To enhance the competitiveness and international accreditation of the licensing process, amendments have been made to the rules to ensure a transparent and efficient selection process through outsourcing annual examinations. The Federal Board of Revenue (FBR) now aims to further improve the Customs Agent regime by engaging a professional testing service to provide the necessary support for conducting these examinations.

3. Brief Terms of Invitation to Bid Document

Period for delivery of services	The Service Provider shall start carrying out the Services seven (07) days after the date the Contract becomes effective, or at such other date as may be specified in the SCC
Bid Validity from bid opening	The Bid Validity period shall be: 120 Days.
Bid Security	The bidder will be required to submit bid securing declaration.
Performance Security	10% of the Bidding Amount (the amount shall be withheld to the satisfaction of the procuring agency)
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 29th 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.	TS560026E
Invitation to Bid Title	Hiring of Accredited Academic institution/Testing Agencies for Conducting Licensing Examination of Customs Agents for Financial Years 2024-25, 2025-26 & 2026-27
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Signature
Muhammad Khalid Jamil
Chief (Tax Reforms)

Signature
WAQAR AHMED
Second Secretary (CPF Funds)
Secretary, FBR

Signature
Secretary (Expenditure)

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.	Ms. Ayesha Niaz	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 (29th April, 2025 at 11:00 AM) following bids were received:

Sr. No	Bidder	Bid Submitted in Hard	Bid Submitted on e-Pads
1	ICMA International	✓	✓
2	Fair Testing Services Pakistan	✓	✓
3	Central Testing Services	✓	✓
4	National Testing Services	✓	✓

7. Bid Opening

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
ICMA International	Yes	Pakistan	Yes	Yes	Yes	Yes

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Fair Testing Services Pakistan	Yes	Pakistan	Yes	Yes	Yes	Yes
Central Testing Services	Yes	Pakistan	Yes	Yes	Yes	Yes
National Testing Services	Yes	Pakistan	Yes	Yes	Yes	Yes

9. Detailed Technical Evaluation

Upon detailed assessment of the submitted bids in accordance with the published Technical Bid Evaluation Criteria, the following marks have been determined for each hiring service:

Sr.	Qualification Criteria	Max Marks	Assigned Marks			
			ICMA International	Fair Testing Services Pakistan	Central Testing Services	National Testing Services
1a	<p>1. Firm/Institution Profile (Number of years since inception, number of employees, financial soundness, ranking):</p> <p>a. Inception for the last three decades: 03 marks In last ten years = 1 marks In last 15 years = 1.5 mark In last 20 years = 2 marks Over 20 years = 3 marks</p>	3	3	1	1	3
1b	<p>b. Financial Soundness: 03 marks Average annual turnover of last three years from related business: Up to 10 million PKR= 1 mark From 10 to 20 million PKR = 1.5 mark From 20 to 30 million PKR = 2 marks Above 30 million PKR = 3 marks</p>	3	3	0	3	3
1c	<p>c. Registration with HEC/SECP: 03 marks</p>	3	3	3	3	3
1d	<p>d. Ranking: (05 Marks) Among the top 800 of QS World University ranking: 03 marks Top 50 of HEC ranking: 01 Marks Affiliation with ETS: 01 Marks</p>	5	0	0	0	1
1e	<p>e. ISO Standardization for Test Administration or Academic Excellence (04 marks)</p>	4	0	4	4	4

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1f	f. Meeting Requirement of Global Test Centre Ratings and Quality Metrics; Recognition by ETS,GMAC, Pearson etc (02 Marks)	2	0	0	0	2
2	2. Experience in Conducting Written Tests for Government Organizations with a Minimum of 200 Candidates in the last 5 years = 15 marks	15	15	10	15	15
	Experience in Conducting Written Tests/acting as Testing Centre for Multinational Organizations with a Minimum of 200 Candidates in last 5 years = 05 marks <i>Note: Two mark will be awarded for each project conducted with a minimum of 200 candidates, up to a maximum of 20 marks.</i>	5	2	2	2	5
3a	3. Quality of In-House Human Resources (Team lead, Other Team Members, including Invigilators, Paper-setters & website managers):					
	a. Invigilator per candidates (05 marks) 1 invigilator per 30 candidates = 05marks 1 invigilator per 50 candidates = 04 marks 1 invigilator per 70 candidates = 03 marks	5	5	5	5	5
	b. Paper-setters with subject knowledge of Pakistan Customs Act/Rules/International Trade: (05 marks) Yes = 05 marks No = 0 marks	5	5	5	5	5
	c. In-house website developers and managers: (05 marks) Yes = 5 marks No = 0 marks	5	5	5	5	5
3d	d. Security apparatus to manage examination process: (05 marks) Bidders to provide details. Marks shall be awarded on comparative basis. The most sound proposal shall be given highest (5) marks and other proposals shall be marked accordingly	5	5	3	5	5
4	4. Capacity to conduct examination at the Federal and Provincial Capitals Two marks for federal capital and two marks for each provincial capital	10	10	10	10	10

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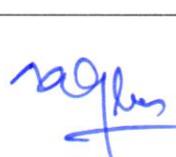
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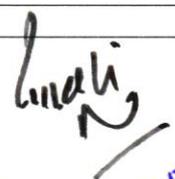
5a	5. Quality of Technical Proposal (Fair efficient and technologically responsive Testing Methodology, and Sample Test Quality) a. Development of able and available website: 05 marks	5	5	3	5	4
5b	b. Alternate payment methods: 02 marks	2	0	0	1	2
5c	c. Grievance redressal mechanism:02 marks	2	2	0	0	2
5d	d. Security and power backup at the test centers: 02 marks	2	2	0	0	2
5e	e. Customer's review / completion certificates: 02 marks	2	2	2	2	2
5f	f. Quality of sample papers: 05 marks	5	5	0	5	4
5g	g. Meeting of contract timelines: 02 -marks Bidders to provide details. Marks shall be awarded on comparative basis. The most sound proposal shall be given highest (5) marks and other proposals shall be marked accordingly	2	2	2	2	2
Total Marks		90	74	55	73	84

10. Bids Accepted as responsive to the Invitation to Bid

Sr.	Bidder
1	ICMA International
2	Fair Testing Services Pakistan
3	Central Testing Services
4	National Testing Services


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11. Technical/ Financial Evaluation Committee Recommendations

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

()* Compliance history of NTS may be checked by the Procurement Committee *[Signature]*