

**Government of Pakistan
Revenue Division
Federal Board of Revenue**

Islamabad, the 11th August, 2025

MINUTES OF THE PRE -BID MEETING

SUBJECT: HIRING OF SERVICES OF INSTITUTION FOR CERTIFICATION BASED UPSKILLING PROGRAMS FOR GRADE 17-18 OFFICERS OF FBR

To hire the services from eligible and experienced institutions for the Design, Delivery, and Certification of Professional Upskilling Programs for officers of the Federal Board of Revenue (FBR) in Grades 17 and 18, an advertisement was floated in Daily "Express Tribune" and daily, "The News" on 08.08.2025 (Friday). The advertisement was also published on FBR and PPRA websites. The bidding documents were also uploaded on ePads and FBR websites. The VLC link was provided in the advertisement for firms to participate in the meeting online. As per PPRA Rules, 2004, a pre-bid meeting (in person and online) in Skylite was convened on 11.08.2025 at 11:00 am. The Members of Procurement Committee & Technical/Financial Evaluation Committee were present (Annex-A).

2. Three (03) representatives from Institutes attended the pre-bid meeting through the given VLC link. (Annex-B)
3. During the pre-bid meeting, the Delivery Unit officers briefed the representative of the firms about the bidding document. Representatives of the firms were asked to put questions about bidding documents which were responded by the committee members and Delivery Unit team. Transformation Delivery Unit officers requested the representative of the Institutes, to kindly submit their queries and suggestions through email provided in the advertisement so that a written reply can be provided to them. Secretary Procurement Committee also assisted the pre-bid meeting.
4. The meeting concluded with a vote of thanks from the chair to the participants.


(Farrukh Amir Sial)
(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. Muhammad Ali Khan Secretary (Exp)	Member Technical/Financial Evaluation Committee	Present
2.	Mr. Farrukh Amir Sial Secretary (Admn)	Secretary Procurement Committee	Present
	Officers of Transformation Delivery Unit were also present for Assistance of Committees		

Annex-B

S.No.	Name of Firm	Name of Representative	Remarks
1.	M/s PIFFA Training Institute Karachi	Capt. Tariq Manager Training Manager-training@pti.edu.pk	On-Line
2.	M/s Extol Solution	Ibrar Ahmed Ibrar.ahmed@extolsolutions.io 0306-2864024	On-Line
3.	M/s IBA, Karachi	Ms. Shehreena Amin samin@iba.edu.pk	On-Line