



GOVERNMENT OF PAKISTAN  
FEDERAL BOARD OF REVENUE  
(PAKISTAN RAISES REVENUE PROGRAM)  
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Ref. No. PK-FBR-479808-CS-QCBS

Islamabad, the 1<sup>st</sup> September, 2025

Subject: **MINUTES OF THE ONLINE PRE-PROPOSAL MEETING IN LIEU OF REQUEST FOR PROPOSAL REGARDING CONSULTANCY SERVICES FOR THE DESIGN AND ESTABLISHMENT OF A REMOTE IMAGE ANALYSIS CENTRE (RIAC) FOR NON-INTRUSIVE INSPECTION EQUIPMENT.**

The online pre-proposal meeting regarding Request for Proposal (RFP) for Consultancy Services of the design and establishment of a Remote Image Analysis Centre (RIAC) for Non-Intrusive Inspection Equipment, as was pre-fixed in the RFP, was held on 21<sup>st</sup> August, 2025 at 1130 Hrs.

2. Representatives from both shortlisted firms, M/s ETAMIC International (UK) Limited and M/s Trade Facilitation Pvt. Ltd. and officials from Program Management Unit and Pakistan Raises Revenue Project Office attended the meeting. List of participants is enclosed as **Annex-A**. The main goal of the meeting was to explain the concept and scope for the RIAC consultancy and to address the queries of the shortlisted consulting firms regarding the Terms of Reference (TORs) given in the Request for Proposal.
3. Mr. Akbar Jan, Project Director, Program Management Unit – National Targeting Center, welcomed the participants and introduced his team. After a brief introductory session on RIAC Terms of References, the consultants were asked to put their queries in order to get clarity on the scope and deliverables of the RIAC consultancy services. The FBR team tried to answer consultants' questions based on the relevant clauses of the RFP document and the RIAC requirements. Moreover, to prevent any confusion, consultants were also encouraged to submit their questions in writing.
4. The table enclosed as **Annex-B**, includes all queries posed during the meeting or submitted in writing, along with the FBR's official replies, for consumption of both companies.

**(Kashif Younas)**  
Additional Director (P & F)

**Annex-A**

<b>Sr. No.</b>	<b>Name</b>	<b>Organization</b>
1	Mr. Muhammad Ali Asad Khan	Program Director, National Targeting Center
2	Mr. Muhammad Akbar Jan	Project Director, National Targeting Center
3	Mr. Ali Asad	Project Director, National Targeting Center
4	Mr. Shahzad Ali Shah	Contract Specialist, Pakistan Raises Revenue Project
5	Mr. Franck Lecoindre	M/s. ETAMIC International
6	Mr. Rahmatulah Vistro	M/s. ETAMIC International
7	Mr. Jonathan Koh	M/s. Trade Facilitation Pvt. Ltd.

## Annex-B

No.	Reference (RFP/TOR Clauses)	Clarification Request / Question	FBR Response
1	ITC 2.4 / Data Sheet Section 2.4 Annex-A	Please provide the full detailed inventory of scanners installed or planned, including make/model, Energy, image file format being used, throughput, installation year, operational status, service/maintenance contract / ownership (Customs/Terminal/NLC), and connectivity to WeBOC.	RFP Section 2.4 (Data Sheet) provides inventory: 4 x 6 MeV scanners at Torkham, 4 x 6 MeV at Chaman, 2 mobile and 4 pass-through scanners at ports, JICA Gantry scanners (1 operational at West Wharf, 1 upcoming at Port Qasim by June 2025), and scanners at all international airports. Available details of scanners installed on airports and dry ports/border terminals are also attached as (Annex-A & B) respectively. The remaining details regarding throughput, image file format etc. shall be collected during the assessment of current NII infrastructure by the consultant and is covered under consultant's scope of work.  Connectivity with WeBOC is also part of integration under Consultant's design scope.
2	ITC 2.4 Airports List (Data Sheet)	Could you provide a detailed list of all NII equipment at international and secondary airports, including specifications of scanners, image formats, age, number of scanners installed, location, and current integration with Customs systems?	RFP Data Sheet lists international airports (Lahore, Sialkot, Faisalabad, Multan, Karachi, Islamabad, Peshawar) and secondary airports (Quetta, Skardu, Gwadar, Hyderabad, Turbat, DG Khan). The available details of scanners installed on major airports is shared above, however, consultant shall validate specifications, age and other details regarding secondary airports during assessment. Current integration with Customs systems also to be reviewed in Assessment Report.
3	ITC 16.3 & ITC 25.1 (Financial Proposal Taxes)	Please confirm: Should Financial Proposals be presented exclusive of domestic taxes, with taxes discussed during Contract negotiations and listed as a separate line? Also, please specify which taxes the Consultant will pay and which will be withheld and paid by the Client on behalf of the Consultant. In RFP, Section 25.1. Important to re-clarify because WB-funded projects often want exclusive-of-taxes at evaluation.	Consultants should present proposals including direct taxes; indirect local taxes estimates will be discussed and finalized at the negotiations if the Contract is awarded.  For further information on the Consultant's tax obligations in the Client's country can be found at <a href="https://www.fbr.gov.pk/">https://www.fbr.gov.pk/</a> .
4	TECH-7 & TECH-8 Declarations	Must the Code of Conduct (TECH-7) and SEA/SH Performance Declaration (TECH-8) be signed now at proposal stage, or will it suffice to initial templates at submission stage, with full binding versions executed post-award?	Data Sheet (Sec 10.1) requires Code of Conduct (TECH-7) and SEA/SH Declaration (TECH-8) to be submitted at proposal stage in required format without substantial modification. Hence, they must be signed at proposal submission.

5	TOR Section 2 (Background)	Reference is made to technical specifications approved by Customs for terminal operators/NLC when procuring NII systems. May we obtain this documentation to ensure proper compatibility and integration planning?	TORs state compatibility with Customs-approved systems; however, detailed specifications of terminal operator/NLC procurements are not annexed in RFP. Consultant to liaise with stakeholders during assessment phase. FBR shall assist in collaboration.
6	TOR Section 2 Localized RIACs (Karachi)	Could you share details on localized RIACs reportedly being installed at Karachi seaports, their functionalities, specifications, architecture, location, and integration arrangements with WeBOC and Customs?	RFP mentions centralized RIAC concept. Specific localized RIACs at Karachi are outside RFP scope. Consultant may review ongoing implementations during assessment.
7	TOR Section 2 AEES & Other Equipment	The RIAC is intended to integrate CCTV, weighbridges, automated gates, RFID, etc. Could you provide: (i) inventory/specifications of these systems by customs location; (ii) current integration level with WeBOC/NTC; (iii) confirmation whether the Consultant should design for full integration or only monitoring scope.	TOR Section 2 & 4 require RIAC to integrate with AEES and allied equipment. Consultant to design for integration capability. Existing inventories and integration levels to be validated during site assessments by the consultant.
8	TOR Section 4.8 Training & Capacity Building	Confirm whether the Consultant is expected to deliver vendor- specific product training directly, or to develop/supervise operational/analytical training modules while vendor training is provided by suppliers under Consultant oversight.	TOR Section 4.8: Consultant is responsible for developing/supervising training modules (operational and analytical). Vendor-specific equipment training remains supplier's obligation under consultant oversight.
9	TOR Section 5.1(iii) Deliverable: RIAC Design Proposal (Civil Works)	Please confirm level of design detail required for civil works: should it be conceptual/floor planning + technical specifications OR full architectural & MEP detail designs (construction-ready blueprints with security/access control)?	TOR Section 5.1(iii): Consultant to provide conceptual and technical specifications sufficient for implementation. Full architectural/MEP construction-ready drawings are not required. Moreover, FBR's Central RIAC shall be based in Islamabad at Pakistan Broadcasting Complex (PBC) H-9 sector.
10	TOR Section 4.2 Data Centre Hosting	Where would the RIAC databank be housed? Could you please share the technical specifications of the Data Centre (network, DR, redundancy, cloud readiness and location).	TOR Section 4.2: RIAC data hosting within FBR/NTC environment. Consultant to design considering redundancy, DR, and scalability. Existing specifications to be provided during contract execution.

11	TOR Section 4.1 Stakeholder Authorizations	Kindly list agencies/stakeholders from whom the Consultant will be authorized to request operational/technical information during assessment (e.g., NLC, ASF, Terminal Operators, Airport Customs).	TOR Section 4.1 authorizes Consultant to engage NLC, ASF, Terminal Operators, Ground handlers, Airport Customs, and other agencies working in those environments. However, consultant shall provide stakeholder management plan for need assessment and FBR shall assist in its execution.
12	TOR Deliverables Schedule (Section 5.1, Payment Allocation)	Given that the Assessment Report involves extensive site visits/data gathering, can the payment for Deliverable ii (Assessment Report) be increased from 5% to 20%, with corresponding adjustment to later deliverables?	Payment schedule in TOR Section 5.1 is fixed. However, firm may negotiate at the time of signing contract with valid justifications.
13	TOR 5.1(ii) Assessment Deliverable Timeline	Considering wide geographic scope, site visits, and multi-agency inputs, we propose extending the Assessment Report deliverable timeline from 60 days to 90 days post-contract signing. Please confirm feasibility.	TOR Section 5.1(ii): Deliverable timeline is 60 days. The RIAC project is a highly time sensitive endeavor. Consultant may propose methodology to meet within timeframe; extensions in respect of project deliverables shall be negotiated at the time of signing contract.
14	ITC 17.7 & 17.9 / Data Sheet Proposal Deadline	In light of clarifications pending and comprehensive scope, we respectfully request extension of submission deadline from 9 <sup>th</sup> September 2025 to 26 <sup>th</sup> September 2025.	Proposal submission deadline is extended up to 25 <sup>th</sup> September, 2025.