

GOVERNMENT OF PAKISTAN
REVENUE DIVISION
FEDERAL BOARD OF REVENUE
[CUSTOMS WING]

Project Management Unit - Integrated Transit Trade Management System (ITTMS)
Central Asian Regional Economic Cooperation – Regional Improving Borders Program
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C.No.1(55)Cus-Project/ITTMS/Admin Corr/3375

Islamabad, the 12th February, 2026

Subject: Minutes of the Pre-Bid Meeting Laboratory Equipment for Customs Laboratories

I am directed to refer to the Pre-bid Meeting for subject procurement activity was scheduled for 9th February 2026 at 1100 hours Pakistan Standard Time (PST) in the Invitation for Bids (IFB) Notice published in leading national dailies. For the facilitation of participation, potential bidders were at liberty to attend it either at Conference Room of Project Management Unit (PMU), ITTMS/CAREC-RIBS Project, Federal Arcade, 1st Floor, Kurree Road, Jinnah Avenue, Islamabad physically or join online through weblink that was made public in the IFB Notice.

2. The bid opening committee of the Project Management Unit (PMU) CAREC-RIBS (ITTMS) Project was present at the given time, however, no bidder showed up for the meeting either at PMU's office or online. The officials waited for the bidders for one hour and closed the proceedings at 1200 hours PST. One bidder later on called regarding clarification on the payment terms in bidding document. It was decided to upload the clarification along with the following points for wider public dissemination to the bidders on the responsiveness criteria mentioned in the bidding documents to ensure submission of compliant bids:

- (i) The criteria related to responsiveness and eligibility, duly mentioned in the Bidding Document, must be carefully read and understood,
- (ii) The documentation in respect of determination of responsiveness of a bid and eligibility as per the defined criteria, required in the bidding document must be submitted with a bid,
- (iii) The bids must be submitted using the Bids Submission Letter and Forms, provided in the bidding document, without any changes. The letter and forms should be printed on letterhead,
- (iv) Duly Notarized Power of Attorney authorizing the signatory of the Bidder to submit the bid, should be accompanied by the bid, as per ITB 22.2 of Bid Data Sheet,
- (v) Submission of Bid Security with the Bid, as mentioned at ITB 21.1 of Bid Data Sheet and in the Invitation for Bids (IFB) Notice,
- (vi) All pages of Bid should be duly signed by the authorized representative and stamped,
- (vii) Confirmation/ Compliance with Delivery Period,
- (viii) Confirmation/ Compliance with Bid Validity Period,
- (ix) Confirmation/ Compliance with Payment Schedule specified in the Special Conditions of Contract [deviations in payment schedule shall not be accepted],

- (x) Registration with Income & Sales Tax Departments and proof of an Active Taxpayer of both kind of taxes.



(Azam Dil Khan)
Monitoring & Evaluation Officer

Copy for kind information to:

1. The Project Director, CAREC-RIBS (ITTMS), Federal Board of Revenue, Islamabad.
2. The Senior Transport Specialist, ADB, PRM, Manila.
3. The Project Officer, ADB, PRM, Islamabad.
4. The Chief Accounts Officer, PMU-ITTMS, FBR.

Annex – I

LIST OF PARTICIPANTS

S.#	Names of Representatives	Designation	Officials/ Prospective Bidders
1.	Mr. Faisal Pervaiz	Chief Accounts Officer	CAREC-RIBS Project, FBR
2.	Mr. Azam Dil Khan	Monitoring & Evaluation Officer	CAREC-RIBS Project, FBR
3.	Mr. Awais Saleem	Procurement Specialist	PMSC, CAREC-RIBS Project