



GOVERNMENT OF PAKISTAN
FEDERAL BOARD OF REVENUE
(PAKISTAN RAISES REVENUE PROGRAM)

Re. No. PK-FBR-525194-CS-QCBS

Islamabad, the 12th of February 2026

Subject: MINUTES OF THE PRE-PROPOSAL CONFERENCE - CONSULTING SERVICES FOR ARCHITECTURAL DESIGN, SPACE PLANNING' AND SUPERVISION SERVICES FOR THE ESTABLISHMENT OF PAKISTAN CUSTOMS INTEGRATED FACILITY IN ISLAMABAD

A pre-proposal conference of the shortlisted firms, to hire services of the captioned engagement, was held on 4th February 2026, 11:30 hours at FBR Headquarters, Islamabad. Officials of FBR & representatives of the firms as per the attached table at Annex - I attended the pre-proposal conference. The purpose of the pre-proposal conference was to provide clarifications on queries/questions raised by the participating representatives of the firms on Request for Proposal (RFP) and on the Terms of Reference (TORs) document to facilitate them in preparation of technical and financial proposals.

2. Project Director, CTS welcomed the participant and concisely explained the objectives of the assignment and the important provisions of the TORs Document. Thereafter, Deputy Project Director, CTS delivered a detailed presentation on the assignment/TORs. The representatives of firms were then invited to present their queries for clarification by the team which were accordingly addressed and discussed at length.

3. Deputy Project Director, CAU informed the participants to forward any subsequent queries on the e-mail address given in the RFP and thanked them for their interest and efforts in attending the meeting. The following table provides all queries by the firms received through email along with the corresponding clarifications and responses:

S. No.	RFP/TOR Reference	Query / Observation	Response / Clarification
1.	RFP: GCC (Contract Duration) and SCC Clause 14.1; TOR: Section 5 (Timelines)	Discrepancy in overall timeline: GCC indicates overall project timeline (Design + Supervision) as 01 year (plus 1-2 months for tendering), whereas SCC Clause 14.1 mentions contract duration as 06 months.	Please refer to the attached Addendum I at Annex-I , which amends Clause 14.1 of the SCC.
2.	RFP: GCC Clause 46.2 (Payment Schedule/Approval)	Payment approval/acceptance period is stated as 60 days, while many deliverables have 15-25 days durations; request to	Payment for each deliverable will be made within 60 days of its formal acceptance. This payment term applies to all deliverables. The 15–25 day duration

S. No.	RFP/TOR Reference	Query / Observation	Response / Clarification
		reduce approval duration and consider multi-stakeholder approval lead time in overall service period.	refers to the timelines for the respective deliverables as specified in the RFP.
3.	TOR: Section 3.6 (Full Project Oversight & Supervision) and Section 7 (Proposed Team Roles & Qualifications)	TOR Para 07 lists supervision staff as Construction Manager, Quantity Surveyor, and OHS Officer; request inclusion of Site Civil Engineer, Site MEP Engineer, Material Engineer, Laboratory Technician, Surveyor.	The positions listed in TOR Para 07 represent the minimum key personnel required for evaluation purposes. Firms may propose additional site-based technical staff (e.g., Civil, MEP, Material Engineer, Surveyor, etc.) as deemed necessary to deliver the assignment effectively. Such additions will be considered positively during technical evaluation in terms of adequacy of methodology and staffing.
4.	RFP: Section 8 (Contract Forms - Lump-Sum); TOR: Sections 4 (Deliverables), 5 (Timelines), 7 (Key Experts)	Under the World Bank Procurement Regulations for IPF Borrowers, lump-sum contracts are intended for assignments where the scope, duration, and deliverables are clearly defined and the cost framework is fixed. The Regulations further state that Terms of Reference should define the required inputs, including indicative staff time, to enable preparation of comparable financial proposals, and that financial proposals should be evaluated on the basis of comparable assumptions, in line with Value-for-Money principles. In the absence of either an estimated budget ceiling or indicative staff inputs, it becomes difficult to ensure comparable and compliant financial proposals. We therefore kindly request clarification on the estimated consultancy budget or indicative staff inputs. Alternatively, considering the variable nature of construction duration and	The assignment has been structured as a lump-sum contract in line with the World Bank Procurement Regulations for IPF Borrowers, as the deliverables, timelines, and scope are clearly defined in the TORs. While budget ceilings and indicative staff inputs are not disclosed, the TORs provide sufficient detail of experts' input and the durations of the assignment. Regarding the suggestion to use a time-based arrangement for the supervision phase, we confirm that the entire assignment will remain lump-sum to ensure output-based payments and administrative efficiency.

S. No.	RFP/TOR Reference	Query / Observation	Response / Clarification									
		level of effort, we respectfully suggest that the Design Phase and BOQ & Procurement Assistance Phase may be retained as lump-sum, while the Construction Supervision Phase may be considered under a time-based contract, in line with standard World Bank-funded supervision practice.										
5.	RFP: Section 8 (Contract Forms - Lump-Sum); TOR: Section 5 (Timelines)	Based on standard practice in ADB- and World Bank-funded supervision projects, construction supervision assignments are generally executed under Time-Based contracts due to the variable nature of construction duration and level of effort required. In this regard, we respectfully suggest that the Design Phase and BOQ & Procurement Assistance Phase may be retained as Lump-Sum, while the Construction Supervision Phase may be considered under a Time-Based contract, in line with international best practices.	Under this assignment, the entire scope, including the construction supervision phase will be retained as a Lump-Sum contract, as the deliverables and phasing are clearly defined. This approach aligns with the project’s output-based payment structure and administrative efficiency. Firms are expected to estimate the required level of effort accordingly in their financial proposals.									
6.	TOR: Section 3.2 (Site Assessment & Gap Analysis)	To enable consultants to fully understand the site conditions, constraints, and project environment, and to prepare a responsive and realistic technical and financial proposal, we kindly request a site visit arranged by the Client.	<p>All the shortlisted Firms are encouraged to visit the site at H-9, Islamabad on Monday, February 16, 2026, at 3:00 PM, after coordinating with the following focal persons:</p> <table border="1" data-bbox="919 1713 1433 1951"> <thead> <tr> <th data-bbox="927 1713 1075 1780">Name</th> <th data-bbox="1075 1713 1294 1780">Designation</th> <th data-bbox="1294 1713 1425 1780">Contact No.</th> </tr> </thead> <tbody> <tr> <td data-bbox="927 1780 1075 1848">Mr. Ali Asad</td> <td data-bbox="1075 1780 1294 1848">Deputy Project Director, CTS</td> <td data-bbox="1294 1780 1425 1848">0300-5514267</td> </tr> <tr> <td data-bbox="927 1848 1075 1951">Mr. Salman javaid</td> <td data-bbox="1075 1848 1294 1951">Secretary, FBR</td> <td data-bbox="1294 1848 1425 1951">0332-4125793</td> </tr> </tbody> </table>	Name	Designation	Contact No.	Mr. Ali Asad	Deputy Project Director, CTS	0300-5514267	Mr. Salman javaid	Secretary, FBR	0332-4125793
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			Syed Zafar Ali Shah	Procurement Specialist, FBR	0345-9150282
7.	TOR: Section 3.2 (Site Assessment & Gap Analysis)	Could a site visit be arranged? It should be a guided visit.	Yes, please refer Response to Query#7		
8.	TOR Section 3 (Scope of Work)	The scope of work related to the two aspects of the Project are as follows: - i. Hostel ii. Data Center Plans, sections and structural drawings would be required, especially if the buildings are pre-earthquake when the seismic zone was 2, which now is classified as 2B in Islamabad. • The level of intervention to be clearly indicated.	Both the Hostel and Data Center are within the defined scope of the assignment. The selected consultant will be expected to conduct structural assessments as part of the “As-Is Site Assessment” and determine the required level of intervention and submit detailed architectural and structural drawings as part of the design deliverables. The level of intervention will be finalized in consultation with FBR during the design phase.		
9.	TOR Section 5 (Timelines)	Approval times are not factored in the timelines. For a realistic timeline the same to be factored in or extension in time taken for the time for approvals.	FBR will ensure close coordination to avoid unnecessary delays. However, the proposed timeline of 3 months for the design phase is considered sufficient, given the defined scope and deliverables. Any justified adjustments required due to approval dependencies may be addressed during contract negotiations or project implementation, if needed.		
10.	TOR Section 3 (Scope of Work)	Data required of the existing Hostel / Data center structural drawings. • Data of construction whether pre-earthquake or not • Floor plans + Sections + Elevations	Relevant existing structural and architectural drawings of the hostel and data center buildings if available will be shared with the selected firm after contract award. However, consultants are expected to conduct their own 'As-Is' Site Assessment, including structural review, to validate existing conditions and inform the design. Historical construction data (e.g., pre- or post-earthquake code) will also be explored during this assessment phase.		
11.	RFP: GCC Clause 46.2 (Payment Schedule/Approval)	There is some uncertainty about time taken in clearing of consultancy bills when raised, whether is it 60 days or 15 days? Kindly issue clarification.	As per the issued RFP, payment for each deliverable will be made within 60 days of its formal acceptance and applies uniformly to all project deliverables.		

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			Please note that the 15–25 day durations mentioned in the RFP/TORs refer to the delivery timelines for specific deliverables and completion, not the payment processing period.
12.	TOR Section 3 (Scope of Work)	Outside extent of the garden area which is to be landscaped and the existing road system with dimensions, including surface drainage, should be provided.	Assessment of the site's external infrastructure, including access roads, parking areas, and Landscaping is to be provided by the Consultant as per Site Assessment and Gap Analysis mentioned in Section 3 of Scope of Work.
13.	Section 8. Conditions of Contract and Contract Forms (Special Conditions of Contract)	No mobilization advance will be given, then why is there the requirement of a Bank guarantee?	Bank Guarantee is not required as mentioned N/A in the SCC.
14.	RFP: GCC Clause 46.2 (Payment Schedule/Approval)	First payment for work completed will be received 85 days after the inception and execution phase. Kindly elaborate.	Please refer Response to Query#11
15.	TOR Section 3 (Scope of Work)	For gap analysis report what information will be provided by FBR?	FBR will coordinate meetings with key stakeholders and departments to help the consultant gather functional requirements and operational insights necessary for conducting the gap analysis. However, the consultant is expected to perform a thorough independent assessment to identify gaps between the existing conditions and the project's "To-Be" requirements.
16.		Will space for site office be provided by FBR, with basic office facilities?	FBR will provide space within the project premises for the Consultant's site office. However, the Consultant will be responsible for furnishing, equipping, and maintaining the site office with all necessary facilities (e.g., furniture, power backup, internet, etc.) required for effective project execution and coordination.
17.	TOR Section 3 (Scope of Work)	Detailed building program department wise, with staff connection to each other i.e workflow, basic data will be required.	Detailed building program department wise, with staff connection to each other i.e workflow, basic data is a key activity to be performed by the firm as mentioned in Scope of Work of the TOR.

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18.	TOR Section 3 (Scope of Work)	Existing infrastructure facilities i.e. electrical power / transformers, water and sanitation / systems to be clearly provided by FBR, on drawings i.e. existing situation for gap analysis report as timelines are limited.	The documentations if available, will be provided. The Consultant is expected to conduct on-site verification and assessment as part of the “As-Is” assessment and gap analysis. FBR will facilitate access and coordination with site management for this purpose.

4. The meeting ended with a vote of thanks.

Table – a: List of FBR’s Participants-

Sr. #	Name	Designation	Role
1.	Mr. Rizwan Salabat	Collector Islamabad, Project Director CAU	Chairman, PEC
2.	Mr. Muhammad Ali Asad Khan	Deputy Project Director CAU, FBR	Member, PEC
3.	Mr. Akbar Jan	Project Director, Cargo Tracking System, NTC, FBR	Member/ Secretary, PEC
4.	Mr. Syed Zafar Ali Shah	Procurement Specialist, Pakistan Raises Revenue, FBR	Member, PEC
5.	Mr. Shaoor Javaid Alvi	Assistant Procurement Specialist, Pakistan Raises Revenue, FBR	Member, PEC
6.	Mr. Ali Asad	Deputy Project Director, CTS	
7.	Mr. Salman Javaid	Deputy Secretary, FBR	
8.	Mr. Muhammad Kashif Nazir	Program Assistance	
9.	Mr. Islah-hu-Din	Program Associate	

Table - b: List of Firms’ Participants-

Sr. #	Firms’ Name
1.	M/s Osmani & Company (Private) Limited as Lead with RMJM Osmani (Pvt.) Ltd. (Pakistan) as JV
2.	M/s National Engineering Services Pakistan (Pvt.) Limited. NESPAK
3.	M/s AI Engineers Pakistan (Private) Limited as Lead with M/s Ajam & Ajam Associates as JV
4.	M/s National Engineering Corporation (NEC)
5.	M/s AGES Consultants as Lead with M/s Timeline Design as JV



Federal Board of Revenue
Revenue Division – Government of Pakistan

ADDENDUM NO. 1
TO
REQUEST FOR PROPOSALS
Consulting Services

**Architectural Design, Space Planning and
Supervision Services for the Establishment of
Pakistan Customs Integrated Facility in Islamabad**

RFP No:	2(19)-2025-Addl.Dir(P&F) / PK-FBR-525194-CS-QCBS
Consulting Services for:	Architectural Design, Space Planning and Supervision Services for the Establishment of Pakistan Customs Integrated Facility in Islamabad
Client:	Federal Board of Revenue (FBR)
Country:	Pakistan
Project Name:	Pakistan Raises Revenue Program
Loan No:	Credit No. 6435-PK
Project ID No:	P165982
Issued On:	30 th January 2026
Pre-Proposal Conference Date:	4 th February 2026
Addendum No.1 Issuance Date:	12 th February 2026

The following amendments are made in the request for proposal issued for **Architectural Design, Space Planning' and Supervision Services for the Establishment of Pakistan Customs Integrated Facility in Islamabad** advertised vide No.5 2(19)-2025-Addl.Dir(P&F) / PK-FBR-525194-CS-QCBS and shall be considered as part of the request for proposal, consultant selection process and must be followed by all the proposers.

S. No.	RFP Section / Clause	Existing Clause / Text	Amended Clause / Text
1.	Section 8. Conditions of Contract and Contract Forms: Special Conditions of Contract (Clause 14.1: Expiration of Contract)	The time period shall be: Six Months	The time period shall be: Till 30 th June 2027 from Effective Date of Contract. If required and justified, the Expiration of Contract may be extended by consent of both parties.