

# 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 HR Firm for Provision of Personnel and Payroll Services (Phase-III)
4. Tender Inquiry No. 5(4)S(Admn)/2025
5. PPRA Ref. No. (TSE). TS0000006580E EPADS Ref. No. F-26061891021
6. Date & Time of Bid Closing 11<sup>th</sup> June, 2026 11:00 AM
7. Date & Time of Bid Opening 11<sup>th</sup> June, 2026 11:30 AM
8. No of Bids Received 05
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 International Consulting Association (Lead Bidder)/FSC Integrated Services (JV Bidder/Partner)	-	Responsive Region: (South)
M/s Solochoicez Pvt Ltd	-	Responsive Region: (Center)
M/s Pak Multi Services Pvt Ltd	-	Responsive Region: (North)
M/s NCBM CTS Pvt Ltd (Lead Bidder)/ National Consulting (JV Partner)	-	Responsive Region: (North)
M/s Laxycone	-	Responsive Region: (South, Center, North)

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

Signature: \_\_\_\_\_

Official Stamp: \_\_\_\_\_

*\*Standard Bidding Documents (SBD).*

5(4)S(Admn)/2025



## INVITATION TO BIDS

# TECHNICAL BID(S) EVALUATION REPORT

<b>Invitation to Bid Reference No.</b>	<b>TS0000006580E</b>
<b>Invitation to Bid Title</b>	<b>Hiring of HR Firm for Provision of Personnel and Payroll Services (Phase-III)</b>
<b>Invitation to Bid Issuance/ Publishing Date</b>	15 <sup>th</sup> May, 2026
<b>Pre-Bid meeting Date</b>	22 <sup>nd</sup> May, 2026
<b>Corrigendum-01 (Extension in Bid Submission Date) from 4<sup>th</sup> June, 2026 to 11<sup>th</sup> June, 2026</b>	2 <sup>nd</sup> June, 2026
<b>Revised Bids Submission Date</b>	11 <sup>th</sup> June, 2026
<b>Publishing</b>	National Press (two leading national daily newspapers – One English and One Urdu) Website(s): FBR
<b>Procurement Method/ Process</b>	Single Stage Two Envelope – Open Competitive Bidding Process
<b>Technical Bids Evaluation Report Signing Date</b>	24 <sup>th</sup> June, 2026

  
**Muhammad Ali Khan**  
Secretary (Expenditure)  
Federal Board of Revenue  
Islamabad

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<b>Annexure-III</b>	Mandatory Requirements for Eligibility/Responsiveness/ Bid Evaluation Criteria (Technical)

  
**Muhammad Ali Khan**  
Secretary (Expenditure)  
Federal Board of Revenue  
Islamabad

## 1. Project Background

The FBR is responsible for collection of federal taxes and their administration in Pakistan. One of its core functions is conducting effective audits of Income Tax, Sales Tax, Federal Excise Duty and Customs Duty as per the prevalent Ordinances, Acts and Rules. FBR intends to improve audit capacity of the department by seeking services of an HR firm that can provide necessary personnel i.e. Auditors. Bids for provision of personnel and payroll processing shall be divided in three packages covering the following regions are:

- (i) Package 1: South
- (ii) Package 2: Centre
- (iii) Package 3: North

The Regional Packages cover the following Locations:-

S.No.	Package	Region	Locations should be considered inclusive of sub-offices of these offices in other cities.
1.	Package-1	South	(i) LTO, Karachi (ii) CTO, Karachi (iii) MTO, Karachi (iv) RTO-I, Karachi (v) RTO-II, Karachi (vi) RTO, Sukkur (vii) RTO, Hyderabad (viii) RTO, Quetta
2.	Package-2	Centre	(i) LTO, Lahore (ii) LTO, Multan (iii) CTO, Lahore (iv) RTO, Lahore (v) RTO, Multan (vi) RTO, Bahawalpur (vii) RTO, Faisalabad (viii) RTO, Sargodha (ix) RTO, Sahiwal (x) RTO, Gujranwala (xi) RTO, Sialkot
3.	Package-3	North	(i) LTO, Islamabad (ii) CTO, Islamabad (iii) RTO, Islamabad (iv) RTO, Rawalpindi (v) RTO, Abbottabad (vi) RTO, Peshawar

## 2. Brief Description of the Requirements

Provisioning of Personnel and Payroll Services of **518** Auditors for offices of Federal Board of Revenue (FBR) in three regions. Summary of the personnel (auditors) required is as follows:

Position	Location wise package details	Auditors required for performing Inland Revenue functions
Number of Positions	Package-1 South	164
	Package-1 Central	269
	Package-1 North	085
<b>Total:</b>		<b>518</b>

### 3. Brief Terms of Invitation to Bid Document

Period for delivery of services	<p>Period for provision of Services: Three (3) Years extendable by One (1) Year subject to satisfactory Performance and Mutual Agreement of both Parties.</p> <p><b>Expected commencement date for Provision of Non-Consultancy Services:</b> 1<sup>st</sup> July, 2026</p> <p><b>Timeline:</b> The bidder that is awarded the contract is required to provide the required number of personnel preferably within 3-10 weeks from the date of award of the contract. The auditor should join FBR within 30 days of selection.</p> <p><b>Engagement Period &amp; Location of hired personnel:</b> 1. Auditors provided will have engagement period of three years which will not be extendable under any circumstances. 2. Personnel can be posted in any city within the package region. 3. FBR reserves the right, in extraordinary circumstances and as per its needs, to post the personnel provided in any city outside the region as well. However, that number shall not exceed 10% of the number of personnel advertised in a specific package.</p>
Bid Validity from bid opening	The Bid Validity period shall be 150 days from the date of submission of bids.
Bid Security	The amount of Bid Security shall be PKR 500,000/-.
Performance Guarantee	The amount of performance guarantee shall be 3% (percent) of Total Service Consideration during the length of contract in the form of Bank Guarantee / CDR in favor of the Federal Board of Revenue
Liquidated Damages	If the Bidder fails to provide services as required under the contract or in case of any data loss/data breach or any incident compromising the data security or other such failures related to any services, the Bidder shall pay to the procuring agency as Liquidated Damages at a rate of 0.1% to 10% of the Contract value, in accordance with the extent of performance failure & the cost of investigating such incidents as judged by the Authority.
Currency for Evaluation of Bid	Pak Rupees (PKR)

### 4. Bid Process

The bidding process for the subject activity is Single Stage Two Envelope Request for Bids – Open Competitive Bidding Process. The Procurement Notice for RFB was published in national press (two leading national daily newspapers – One English and One Urdu) on **15<sup>th</sup> May, 2026** (**Annexure-I**) as well as uploaded on e-PADS, FBR (<https://www.fbr.gov.pk/>) and PPRA (<https://www.ppra.gov.pk>).

<b>Invitation to Bid Reference No.</b>	<b>TS0000006580E</b>
<b>Invitation to Bid Title</b>	<b>Hiring of HR Firm for Provision of Personnel and Payroll Services (Phase-III)</b>
<b>Request for Bid Issuance/ Publishing Date</b>	15 <sup>th</sup> May, 2026
<b>Pre-Bid meeting Date</b>	22 <sup>nd</sup> May, 2026

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## 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.	Mr. Zubair Bilal	Member (IR-Operations), FBR	Chairman/ Convener
2.	Mr. Ashhad Jawwad	Member (Customs Policy)	Member
3.	Dr. Najeebullah	Chief (Tax Reforms)	Member
4.	Dr. Muhammad Khurram	Chief (Mgt/HR-IR)	Member
5.	Ms. Ayesha Niaz	Chief (Mgt/HR-Customs)	Member
6.	Dr. Farid Ahmed Khan	Chief (F&C) – Customs	Member
7.	Mr. Muhammad Ali Khan	Secretary (Expenditure), FBR	Member/Secretary
8.	Mr. Waqar Ahmed	Second Secretary (IR-CPF)	Member
9.	Faisal Sattar	Chief Executive Officer (PRAL)	Member

## 6. Bid(s) Received

On the bid submission date and time (11<sup>th</sup> June, 2026 at 11:30 a.m.) following bids were received.

Sr. No	Bidder	Bid Submitted Regions		
		South	Centre	North
1.	NCBMS CTS Pvt Ltd (Lead Bidder)/ National Consulting (JV Partner)	X	X	✓
2.	Pak Multi Services (Pvt) Ltd	X	X	✓
3.	Int. Consulting Association (Lead Bidder)/ FSC Integrated Services (JV Bidder/Partner)	✓	X	X
4.	Solochoicez Pvt Ltd	X	✓	X
5.	Laxycone	✓	✓	✓

## 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. Keeping in view the preparation of Federal

Budget 2026-27, bidders authorized representatives attended the subject meeting online through zoom facility and participated in the bidding process. 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 is summarized below:

Bidder	Bid Form	Eligible Country	Bid Validity	Bid Security	Acceptance for detailed Examination
NCBMS CTS Pvt Ltd (Lead Bidder)/ National Consulting (JV Partner)	Yes	Pakistan	Yes	Yes	Yes
Pak Multi Services (Pvt) Ltd	Yes	Pakistan	Yes	Yes	Yes
Int. Consulting Association (Lead Bidder)/ FSC Integrated Services (JV Bidder/Partner)	Yes	Pakistan	Yes	Yes	Yes
Laxycone	Yes	Pakistan	Yes	Yes	Yes
Solochoicez Pvt Ltd	Yes	Pakistan	Yes	Yes	Yes

### 9. Detailed Technical Evaluation

The mandatory requirements and marking criteria for evaluation of proposals advertised in the Request for Proposal along with detailed proposal's evaluation, are submitted at **Annexure III**.

### 10. Bids Accepted as responsive to the Invitation to Bid

Sr.	Bidders	Regions
1.	NCBMS CTS Pvt Ltd (Lead Bidder)/ National Consulting (JV Partner)	North
2.	Pak Multi Services (Pvt) Ltd	North
3	Int. Consulting Association (Lead Bidder)/ FSC Integrated Services (JV Bidder/Partner)	South
4.	Solochoicez Pvt Ltd	Centre
5.	Laxycone	South, Center, North

### 11. Bids Rejected as Non-responsive to the Invitation to Bid

None

  
**Muhammad Ali Khan**  
 Secretary (Expenditure)  
 Federal Board of Revenue  
 Islamabad

**REQUEST FOR BIDS****HIRING OF HR FIRM FOR PROVISION OF PERSONNEL AND PAYROLL SERVICES (PHASE-III)**

1. The Federal Board of Revenue (FBR) has reserved Funds for the procurement planned for FY 2025-26. The Federal Board of Revenue intends to apply part of the proceeds of this Fund to cover eligible payments under the contract for the "Hiring of HR Firm for Provision of Personnel and Payroll Services (Phase-III)".
2. The Federal Board of Revenue invites Bids from eligible Bidders registered on EPADS for provision of Non-Consultancy Services titled Hiring of HR Firm for Provision of Personnel and Payroll Services (Phase-III) with the following Summary of required experts:

Position	Region and Locations	Auditors required for performing Inland Revenue functions
Number of Positions	Package 1: South	164
	Package 2: Center	269
	Package 3: North	85

3. **Single Stage - Two Envelope** Bidding Procedure of Principal Method of Procurement (i.e. Open Competitive Bidding) will be used by adopting **Least Cost Based (LCB)** Technique for the subject procurement, in line with the Public Procurement Rules, 2004 and any Regulations, and Instructions issued by the Authority (from time to time).
4. All Bids must be accompanied by a Bid Security amounting to **PKR 500,000/-** in the shape of Cheque / Bank Draft and pay order or Bid Securing Declaration on the prescribed format.
5. E-Bidding documents, containing detailed terms & conditions, specifications and requirements etc. are available on E-Pak Acquisition & Disposal System (EPADS) at ([www.eprocure.gov.pk](http://www.eprocure.gov.pk)).
6. A pre-bid meeting will be held on **22<sup>nd</sup> May 2026** at 11:00AM in room 358<sup>th</sup>, 3<sup>rd</sup> Floor, FBR (HQ), G 5/2, Constitution Avenue, Islamabad. The bidders who wish to join the pre-bid meeting virtually can join by using the link [<https://zoom.us/j/99450286528?pwd=eJ32nHoTiG9qnGYj3N9AGyCDczxcd3.1> Meeting ID: 994 5028 6528 Passcode: 242291].
7. The e-bids, prepared in accordance with the instructions in the e-Bidding documents, must be submitted through EPADS on or before **11:00AM by 04<sup>th</sup> June 2026**. E-bids will be opened on the same day at 11:30AM. Manual submission of Bids as required in the Bid Data Sheet must be followed.
8. In terms of Rules 48 of Public Procurement Rules, 2004 Grievance Redressal Committee (GRC) is notified for the subject procurement and notification copy is available on the procuring agency's website ([www.fbr.gov.pk/tenders](http://www.fbr.gov.pk/tenders)) and on Authority's website at ([www.ppra.org.pk](http://www.ppra.org.pk)).

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# TECHNICAL BID OPENING SHEET

PPRA's E-Paid Reference No:

TS0000006580E

**Title: HIRING OF HR FIRM FOR PROVISION OF PERSONNEL AND PAYROLL SERVICES (3RD PHASE)**

**Technical Bid Opening Date/ Time: 11th June, 2026 at 11:30 a.m.**

S.No.	Name of Firm	Name of Representative	Bid Submission (Hard/Soft)	Bid Security submission	Financial Bid submission	Signature
1.	M/S NC BMS (NORTH)	Bilal	Yes	YES (B <sup>9</sup> )	YES	Attended meeting on-line
2.	M/S Pak MULTI SERVICES (PVT) LTD. (NORTH)	—	YES	YES	YES	Did not attend meeting online
3.	M/S FSC Integrated Services (Pvt) Ltd (South)	Sharjeel Usman Zain Fareed Shahid Ahmad	YES	YES	YES	Attended meeting online
4.	M/S LARYCANE (CENTRAL, South, North)	Amir	YES	YES	YES	
5.	M/S Selochoices (CENTRAL)	Shabaz Gul	YES	YES	YES	Attended meeting online
6.						

  
**Amir Sial**  
 Secretary (Administration)  
 Federal Board of Revenue  
 Islamabad

## Bid Evaluation Sheet –

### Hiring of HR Firm for provision of Personnel and Payroll Services (Phase-III)

Mandatory Requirements for Eligibility / Responsiveness: Following mandatory requirements must be fulfilled by the bidder. Failure to comply with the following requirements and provision of relevant documents at the time of submission of the bids shall constitute enough grounds for disqualification and rejection of the bids. The bids not Complying to the mandatory requirements shall not be evaluated further.

#### MANDATORY REQUIREMENTS

		COMPLIANCE				
Sr. No.	Evaluation Criteria	NCBMS CTS Pvt Ltd (North)	Pak Multi Services (Pvt) Ltd (North)	I. Consulting Association/ FSC Integrated Services (South)	LAXYCCONE (Pvt) Ltd (South, Centre, North)	Solochoicez Pvt Ltd (Centre)
		(1)	(2)	(3)	(4)	(5)
1.	A copy of the Certificate of Registration/Incorporation from the Security and Exchange Commission of Pakistan, Registrar of Firms or any other entity with lawful jurisdiction thereof.	Complied	Complied	Complied	Complied	Complied
2.	The firm must be registered/incorporated with FBR and having a valid NTN for at least five (05) years	Complied	Complied	Complied	Complied	Complied
3.	Valid Tax Compliance Certificate for NTN and STRN with active status on ATN both for NTN & STRN.	Complied	Complied	Complied	Complied	Complied
4.	Submission of Bid Security or Bid Securing Declaration as per prescribed amount / format.	Complied	Complied	Complied	Complied	Complied
5.	Compliance with the Schedule of Requirements stated in the bidding documents	Complied	Complied	Complied	Complied	Complied
6.	Compliance of Bid Validity as per requirement of bidding document.	Complied	Complied	Complied	Complied	Complied
7.	Acceptance of all terms and conditions of this bidding document by the bidder or its representative authorized for signing of bid.	Complied	Complied	Complied	Complied	Complied



