

FEDERAL BOARD OF REVENUE
Invitation to Bid
“Hiring of Law Firms for provision of Legal Services”

1. Federal Board of Revenue (FBR) invites sealed proposals from top-tier law firms with specialized expertise in the fields of Taxation and Custom matters, registered with Income Tax and Sales Tax Departments to provide the legal services as described in the bidding document. One law firm will be selected for each regional packages as indicated below:

| Packages | Locations of FBR Offices |
|--------------------|---|
| Package 1: South | Karachi, Hyderabad, Sukkur, Quetta, Gwadar, Gaddani |
| Package 2: Central | Lahore, Multan, Sahiwal, Faisalabad, Sargodha, Multan, Bahawalpur, Sialkot, Gujranwala, DG Khan |
| Package 3: North | Islamabad, Rawalpindi, Peshawar, Abbottabad, Kohat, Gilgit Baltistan |

2. Bidding documents are available on e-PADS and FBR/PPRA Websites i.e. <https://www.ppra.gov.pk> & <https://www.fbr.gov.pk/> and can be downloaded free of cost. Encrypted electronic bids duly completed and in conformity with Bidding Documents must be submitted online on e-Pak Acquisition and Disposal System (e-PADS) website till 10:30 AM dated 09.05.2025 and bid shall be opened on the same day & date i.e. at 11:00 a.m. in the presence of available representatives of the Legal Firms. All the bidders acquiring bidding documents online will intimate the department at the email address at the end of the advertisement.
3. Bidding will be conducted through “Open Competitive Bidding” using - Single Stage Two Envelope procedure as specified in the PPRA Rules for the subject procurement and is open to all eligible Bidders as defined in the PPRA Rules, 2004. The **“Quality Cost Based Selection”** will be adopted in line with the Public Procurement Rules, 2004 and any Regulations, Regulatory Guides, Procurement Guidelines or Instructions issued by the Authority (from time to time).
4. Interested eligible bidders may request further information/clarification by email at hasham.malik@fbr.gov.pk during official Business Days and timing at the address given below, at the latest Seven (07) days before the proposal submission deadline.
5. The document in hard/ printed form; on specific request via official email or printed over official letterhead duly signed and stamped by the authorized signatory, can be sent through courier for a non-refundable amount of **PKR 5,000** or an equivalent amount in a freely convertible currency.
6. The proposals must be delivered to the address below on or before **10:30 AM** dated **09-05-2025**. Electronic Bidding will not be permitted. Late Bids will be rejected. Bids will be opened the same day at 11:00 am. This advertisement is also available on the PPRA website at www.ppra.org.pk.
7. A Pre-bid Meeting will take place on **24-04-2025 at 2:30 PM** at Conference Hall, FBR HQ, Constitution Avenue, G-5/2, Islamabad. The bidders who wish to join the meeting virtually can join by using the following link <https://vlc.fbr.gov.pk/meeting/> (Meeting ID: 506506, Passcode: 0510, Date: 24-04-2025 at 2:30 PM).
8. Sealed bids (as prescribed in Bid Data Sheet of the Bidding Document) in accordance with the provisions of Rule 36(a) of Public Procurement Rules, 2004 and terms and conditions defined in

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the bidding document, supported by bid security PKR. **1,000,000 (One million Only)**, in the shape of pay order/demand draft/ call deposit/banker's cheque in the name of **Secretary (Administration)**, FBR (HQ), Islamabad should reach Room 506, Fifth Floor, Federal Board of Revenue (FBR) HQ, Islamabad on/or before **10:30 AM by 09-05 2025**.

9. In case opening date(s) is declared as a Public Holiday by the Government, the next working date shall be deemed to be the date for submission and opening of tender(s) at the same time and place. FBR may reject all bids at any time prior to the acceptance of a bid by invoking rule 33 of Public Procurement Rule (PPR), 2004.

(Hasham Khalid Malik)
Secretary (Administration)
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