



Higher Education Commission

Request for Proposals

Hiring of Consultancy Firm

The Higher Education Commission (HEC), Pakistan invites sealed bids directly from consultancy firms of good repute for:

Appointment of Firm/Consultant for Tax Consultancy Services

- The consultancy firms must be Registered Bodies, duly recognised in Pakistan and registered with FBR as Income Tax practitioner under section 223 of Income tax Ordinance 2001.
- The Service Provider should have sufficient financial, technical, and human resources to provide the Tax Consultancy Services across the country, including Azad Jammu & Kashmir and Gilgit Baltistan.
- The method of selection will be Quality and Cost-Based Selection Method, vide Method-B of PPRA Consultancy Regulations 2010.
- The consultancy services will be required for two years. However, the duration of services may be extended for the same terms and conditions for a period of maximum 1 year.
- The Interested bidder can obtain the bidding document, which includes comprehensive details regarding the required services, eligibility criteria, and terms & conditions, from HEC (www.hec.gov.pk) and PPRA (www.ppra.org.pk) websites or in person from Finance Division, HEC Secretariate, H-9, Islamabad.
- However, to participate in the bidding process, interested bidders will be required to purchase a registered copy from HEC by depositing Rs.1,000 online or in bank account **No. PK38HABB0017427900133401**, Habib Bank Limited, Shalimar Branch, H-9, Islamabad.
- The bidder must submit Bid Security of fixed amount, i.e., PKR 100,000/- in the form of Pay Order/Bank Draft in favor of HEC, along with a Technical Proposal.
- The bid document, compliant with the instructions of RFP, must reach the address given below on or before July 23, 2024, by 1:30 pm and the same shall be uploaded on EPADS (e-Pak Acquisition Disposal system). The bid will be opened on the same day at 2:00 pm in the presence of participating bidders.

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