

## Request for Proposals (RFP)

RFP No.GSD (Proc.)/ 2133 /Tax Consultancy -FD/2014

March 28, 2014

State Bank of Pakistan (SBP) is the most dynamic and progressive public sector organization of the country and is playing a vital role in the economic revival, growth and development of Pakistan. SBP and its subsidiaries are mandated with the task of making various payments to national and international entities/ agencies. Deduction of various taxes, duties, fees and other impositions levied under the applicable law is undertaken while processing such payments. In case of International Payments, the tax assessment is further complicated by the tax treaties which Government of Pakistan has entered into with various countries. Moreover, international agreements executed by the Bank may also give rise to taxation complexities.

On the basis of delineated complications, Procurement Division, General Services Department SBP-BSC, on behalf of State Bank of Pakistan hereby invites proposals from eligible and qualified national consultants to provide Tax Consultancy Services for State Bank of Pakistan for a contract period of two years. Further detail on services is provided in Terms of Reference (TORs). Bidding will be conducted under National Competitive Bidding pursuant to Rule 36(b) "Single stage two envelope procedure" as per Public Procurement Rules 2004 and is open to all eligible Bidders as defined in the PPR-2004 that meet the following minimum eligibility/qualification criteria. (Statutory Auditors of SBP are not eligible to participate in bidding process)

### Eligibility criteria

- i. The Consultants should be a Chartered Accountancy firm preferably enlisted on the panel of Auditors of SBP under Section 35 of BCO-1962.
- ii. The Consultant firm should be affiliated with an internationally renowned Chartered Accountancy firm.
- iii. The Consultant firm should have at least 7 Partners.
- iv. The Consultant firm must have 10 years of documented experience for providing Tax Consultancy of a comparable scale and complexity.
- v. Team Leader of the Consultant firm must have relevant experience of at least 10 years + Membership of ICAP
- vi. Supervisor of the Consultant firm must have minimum of 5 years experience after registration with ICAP
- vii. Junior Auditor of the Consultant firm must have minimum of 2 years experience.

The rates quoted must remain valid for a period of One hundred twenty (120) days after opening of the proposals. Bid security of not less than Rs.20,000/- must be accompanied by **Financial Proposal** in sealed envelope. Late bids will be rejected. Bids submitted without signed **Bid Form** by authorized nominee of the bidder will be rejected. Bid with material deviation, exception, objection, conditionality or reservations shall be rejected. Bid found without / insufficient earnest money will also be rejected instantly at the time of opening of financial proposals.

Interested eligible Bidders may obtain further information if required and purchase the bidding documents on submission of a written application, upon payment of nonrefundable fee of **Rs.500/-** only through Bank Draft/Pay Order drawn in favor of SBP BSC (Bank) from the address given below from **9:00 am to 5:30 pm** after the publication of RFP till closing thereof. A Non-refundable fee of **Rs.700/-** will be charged if the bidding documents are requested by post. RFP is also uploaded for display on the websites: <http://www.ppra.org.pk> and <http://www.sbp.org.pk>.

Bids must be delivered to the address below on or before **Wednesday, April 16, 2014 at 11:00 am**. Bids will be opened in the presence of bidders' representatives who choose to attend at **11:30 am** same day at Learning Resource Centre, State Bank of Pakistan, I.I. Chundrigar Road, Karachi –Pakistan.

**Assistant Director**

Procurement Unit

General Services Department

State Bank of Pakistan – SBP BSC

4<sup>th</sup> Floor, Subsidiary House, I.I Chundrigar Road, Karachi -Pakistan

Telephone No: (021) 3245-5484/ 021-3245-5963

Email: Muhammad.Ashraf23@ sbp.org.pk