

# **Quaid-e-Azam Solar Power (Pvt.) Ltd**

## **TOR's for hiring of tax services**

### **Eligibility Criteria**

1. 5 years of existence (Firm registration certificate from ICAP to be provided)
2. At-least 3 Govt. / Semi Govt. clients in last 3 years. (Please provide evidence of relevant experience).
3. At-least 1 renewable energy taxation client in last three years (Please provide evidence of relevant experience).
4. Must have National Tax Number
5. Sales Tax Registration Certificates from the relevant local provincial authority.

### **Scope of the Taxation Services**

- 1 Taxation Advice relating to the Project during Operation phase.
- 2 Routine compliance of notices received from different tax department which includes preparation and presentation of replies before relevant tax authorities under the Income Tax Ordinance 2001, Sales Act 1990 and Punjab Sales Tax on Services Act 2012.
- 3 Filing of monthly/annual (all types of) returns under the Income Tax Ordinance 2001, Sales Tax Act 1990 and Punjab Sales Tax on Services Act 2012.
- 4 Preparation of appeal and presentation before Commissioner Appeal or any other Authority under the Income Tax Ordinance 2001, and the Sales Act 1990 and the Punjab Sale Tax on services Act 2012
- 5 Review of the accounting system for incorporation of tax regulations, generation of payment challans regarding sales tax and withholding income tax.
- 6 Exemption certificate where applicable under the income tax ordinance 2001 and sales tax act 1990.
- 7 Preparation and filling of rectification application under the Income Tax Ordinance, 2001, Sale Tax 1990 and Punjab Sale Tax on Services Act 2012.
- 8 Assisting tax audit under the Income Tax Ordinance 2001, Sale Tax Act 1990 and Punjab Sales Tax on Services Act 2012.
- 9 Any other matter relating to taxation.

The single stage two envelopes procedure will be adopted; one envelope contains Eligibility details etc. shall be clearly marked as “ELIGIBILITY CRITERIA DETAILS” and the other envelope containing the cost / fee shall clearly be marked as “FINANCIAL PROPOSAL”.

Financial bids of the bidders, who fail to qualify, shall be returned un-opened. However the financial bids / proposals of successful bidders will be opened on the date and time to be intimated in the due course of time.

Interested bidder qualified to take up the Tax Consultancy Service by fulfilling the eligibility criteria may apply on or before 23<sup>rd</sup> November 2020 at 3:00 pm by sending their proposals in two separately titled and sealed envelopes either by hand or through courier clearly marked “Proposal for Appointment of Tax Consultancy Service” at the address mentioned below.

Envelope of Eligibility Criteria must be accompanied by a bid security of not less than Rs. 62,550/- (4.5% of estimated procurement price Rs. 1,390,000/-) in the shape / form of CDR, Demand Draft or Pay order in favor of Quaid e Azam Solar Power (Pvt.) Limited duly attached with Eligibility Criteria Details. Bidders are requested to submit pay order in separate sealed envelope, which should be attached on the outer side of the envelope.

The procuring agency reserves the right to reject all proposals at any time prior to award of the contract.

Bid validity period will be 90 days from the due date for submission of Eligibility Criteria Details and Financial proposals.

**Note:** The bids shall be opened at 03:30 pm, 23<sup>rd</sup> November 2020 in the conference room situated at QA Solar Office in the presence of bidders who opt. to be present.

### **Address**

3<sup>rd</sup> Floor, Soneri Bank Building, 83-A, E-I Main Boulevard Gulberg III, Lahore, Phone no. 042-99332261-65, 042-35790363-66 website: [www.qasolar.com](http://www.qasolar.com)