

Terms of References (ToRs)

HIRING OF CHARTERED ACCOUNTANT & TAX EXPERT FOR FOLLOW-UP CASES AND HEARING AT OFFICE OF COMMISSIONER INLAND REVENUE(APPEALS) FOR Consultant for Filing an Appeal to CIR for Notice U/s 161 of Tax Year 2018

Background:

WWF-Pakistan wanted to engage Chartered Accountant and Tax Expert

Objective:

Filing appeal to Commissioner Inland Revenue(Appeals) against demand created by Assistant Commissioner Inland Revenue to pay tax for **tax year 2018** u/s 161 of Income Tax Ordinance 2001.

Qualification/Requirements:

- 1) Chartered accountant and Tax Expert
- 2) Prior Work Experience

Guideline For Submission of Proposal/Expression of Interest: Interested consultants should submit

- The following documentation to Muzzammil Ahmed mahmed@wwf.org.pk
- Brief introduction of consultant (attach detailed CV with references)
- Application form available at WWF website
- Understanding of the context
- Methodology Work plans
- The consultant will submit the assignment cost in lump sum including all applicable taxes of the Government of Pakistan.

Conditions:

- WWF-Pakistan reserves the right to accept any proposal or reject all proposals
- Only shortlisted consultants will be contacted for further consideration

SELECTION CRITERIA: Applicant's proposal shall be evaluated based on the Quality and Cost Based Selection (QCBS) method. Under QCBS both technical and financial proposals shall be evaluated as per following criteria against a maximum score of 100 points;

- Technical Proposal 70%
- Financial Proposal 30% The following criteria shall be used as a basis for evaluation of technical proposals:
 - Qualifications (maximum 30 points) • Experience relevant to the assignment (maximum 30 points)
 - Adequacy of the proposed methodology and work plan (maximum 20 points) • Skills & Competencies for the assignment (maximum 10 points) • Prior experience with WWF-Pakistan (maximum 10 points).