

Subject: Request for Quotation – Tax Consultancy Services

Pak China Investment Company Limited (PCICL) invites sealed quotations from qualified and experienced tax consultancy firms for the appointment of a Tax Consultant to provide professional services in the field of Corporate Taxation. The selected consultant will be responsible for providing tax advisory, compliance and related services in accordance with the Scope of Work.

SCOPE OF WORK:

Corporate Taxation

A) Income Tax - Advisory

- (i) Identification of opportunities for tax planning to minimize the incidence to tax;
- (ii) Review of specific contracts/ transactions (domestic as well as cross-border including payment to non-residents) and advise on tax implication thereon;
- (iii) Advice on tax withholding obligations and reporting thereof;
- (iv) Opinion on various tax issues which may arise from time to time; and
- (v) Advice on tax implications due to any changes in the existing legislation.
- (vi) Keep the Company informed of any changes affecting the Company arising from the issuance of any circulars, notifications, amendments, or other regulatory directives issued by the relevant tax authorities.
- (vii) Advice on withholding tax implications on various invoices, including the determination of applicable withholding tax obligations and the correct withholding tax rates in accordance with the applicable income tax laws and regulations.

B) Income Tax - Compliance and Tax Audits

- (i) Preparation, computation and e-filing of income tax returns with respect to Company's operations (Corporate, Provident Fund & Gratuity Fund); including revision of return, if required.
- (ii) Advising on timely payment of advance tax and review the calculation of advance tax;
- (iii) Review the tax provision calculations on a quarterly, half-yearly, and annual basis to ensure accuracy, completeness, and compliance with the applicable tax laws and financial reporting requirements.
- (iv) Review and submission of quarterly and annual withholding tax statements and provide advice in this regard;
- (v) Assistance in complying with various provisions of the Income Tax Ordinance, 2001 ("Ordinance") in connection with the withholding of tax, obtaining nil or reduced rate withholding tax certificates from the tax authorities and appropriate orders for non-deduction of tax;
- (vi) Applying for and obtaining various exemption certificates, as and when required.
- (vii) In case income tax affairs are selected for audit/assessment or withholding tax audit, then:
 - a. Review of information provided by the Company and draft replies to notices issued by Inland Revenue authorities and represent the Company to explain relevant transactions.
 - b. Represent the Company before Inland Revenue Authorities to explain the issues.
 - c. Obtain amended assessment order or audit completion certificate and advise the Company on future course of action.

- d. Assistance in drafting, review and filing of rectification to the Inland Revenue authorities.
 - e. Prepare and file appeal documents along with applications seeking stay against recovery of tax demands; and represent before the appellate authorities i.e. the Commissioner Inland Revenue (Appeals), the Appellate Tribunal Inland Revenue, Alternate Dispute Resolution Committee or any other appellate or administrative forum and obtaining appellate orders.
 - f. In case appeal lies with the High Court/Supreme Court or the Federal Tax Ombudsman, to provide assistance to the legal counsel engaged by the Company and advising on appellate orders and future course of action.
- (viii) In general, preparing the replies to show cause notices issued by the tax officer for amendment, further amendment/rectification of assessment. Preparing explanations and reviewing information for filing with the tax authorities for getting effect to the appellate orders;
 - (ix) Assistance in filing refund application, obtaining refund order, issuance of refund and claiming compensation for delay in issuance of refund;
 - (x) Representation before the various levels of appellate authorities.
 - (xi) Assist the Company with respect to outstanding tax matters. The scope of assistance will include (but will not be restricted to) representations before tax and appellate authorities in relation to tax matters of the Company that have not yet attained finality; and any matter incidental or related thereto.
 - (xii) Briefing counsels on various legal matters, etc., as and when required;
 - (xiii) Assistance with respect to any other matter pertinent to income tax affairs of the Company, not specifically covered herein above, as and when so desired by the management.
 - (xiv) Assistances with respect to any other compliance required under the applicable tax laws and Income Tax Rules.

C. Provincial and Federal Sales Tax / Federal Excise Duty - Advisory

- (i) Advisory on sales tax, federal excise duty, and withholding tax obligations, including applicable reporting requirements.
- (ii) Advice on the tax implications of amendments to applicable federal and provincial tax laws and regulations.
- (iii) Provision of technical opinions on sales tax, federal excise duty, and related tax matters arising from time to time
- (iv) Keep the Company informed of any changes affecting the Company arising from the issuance of any circulars, notifications, amendments, or other regulatory directives issued by the relevant provincial sales tax or federal tax authorities.
- (v) Advice on charging FED/GST on invoices to be issued by the Company.
- (vi) Advice on withholding tax implications on various invoices, including the determination of applicable withholding tax obligations and the correct withholding tax rates in accordance with the applicable provincial or federal tax laws.

D. Provincial and Federal Sales Tax / Federal Excise Duty – Compliance and Audits

- (i) Assistance with the preparation and filing of sales tax and federal excise returns with the relevant tax authorities.
- (ii) Preparation of responses to show-cause notices and representation before the relevant sales tax and federal excise authorities.
- (iii) Assistance with sales tax and federal excise refund applications, obtaining refund orders, processing refund claims, and pursuing compensation for delays in the issuance of refunds.
- (iv) Assistance and representation in sales tax and federal excise audits conducted by the relevant tax authorities.
- (v) Drafting and filing of appeals and representation before various level of sales tax and federal excise appellate authorities;

- (vi) Briefing the Company's legal counsel on case-specific matters and providing necessary technical support, as required
- (vii) Providing advice and assistance on any other matters relating to provincial sales tax, federal sales tax, and federal excise duty, as may be requested by the Company from time to time

Interested firms are requested to submit their quotations in a sealed envelope addressed to:

Secretary, Procurement & Disposal Committee

Pak China Investment Company Limited. 13th Floor, Saudi Pak Tower, Blue Area,
Islamabad

Alternatively, quotations may be submitted via email at "procurement@pakchinainvest.com" on or before July 31, 2026.