



Pakistan Institute of Development Economics

QUAID-I-AZAM UNIVERSITY CAMPUS, ISLAMABAD

NOTICE NO. GS/18/2025

EXPRESSION OF INTEREST (EOI)

Provision of Services for Payment of Online Services i.e. Software, License Fees, etc.”

The Pakistan Institute of Development Economics (PIDE), Islamabad, invites Expressions of Interest (EOI) from eligible firms for **provision of services related to online payments for software, license fees, subscriptions, etc. but not limited to software subscriptions, licensing fees, online tools, and digital platforms, where payments may require international payment gateways, credit/debit cards, or other electronic means.** Interested firms must have proven experience, legal compliance, and capability to process international payments.

Complete process shall be carried out through e-Pak Acquisition & Disposal System (E-PADS) <https://eprocure.gov.pk>. Interested firms/bidders are requested to register themselves on the E-PADS <https://eprocure.gov.pk/#/supplier/registration> and submit their response. The detailed EOI is available on E-Pad. For registration and guidance/training on E-PADS, you may contact E-PADS UAN: 051-111-137-237.

Closing date of submission is **October 14, 2025** by 11:00 hours. The Institute reserves the right to accept or reject EOI without assigning any reason as per PPRA rules.

(Dr. Nasir Iqbal)

Registrar, PIDE

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2. SCOPE OF SERVICES:

Pakistan Institute of Development Economics (PIDE), Islamabad, required the services relating to payment of different online services as mentioned above.

The selected service provider will be responsible for:

- Making timely payments on behalf of the organization for:
 - Licensed Software (e.g., Adobe, Microsoft, Autodesk, etc.)
 - Online Subscriptions (e.g., cloud services, data services, etc.)
 - Domain/Hosting services
 - Any other authorized digital or IT service
- Maintaining accurate transaction records
- Ensuring transparency and security of all financial transactions
- Compliance with SBP and tax regulations

3. Eligibility Criteria

Interested firms must:

1. Be a registered entity with valid NTN and GST certificates.
2. Be registered with relevant authorities (SECP/FBR/SBP, etc.)
3. Have a minimum of **3 years of experience** in handling online payments.
4. Have experience dealing with international online platforms.
5. Has not been blacklisted by any of Provincial or Federal Government Department, Agency, Organization or Autonomous body or Private Sector Organization anywhere in Pakistan (submission of undertaking on legal stamp paper is mandatory).
6. Provide a list of current and past clients with proof of work.
7. Have the capacity to process payments via Visa/MasterCard, PayPal (if applicable), or other online methods.

4. Submission Details

Interested parties are requested to submit:

- Letter of Expression of Interest
- Company Profile
- Supporting documents (see criteria)
- Contact details of authorized person

5. Evaluation & Shortlisting

EOIs will be evaluated based on:

- Experience & track record
- Service capability
- Compliance with eligibility
- Technical capacity

Shortlisted firms will be invited to submit detailed proposals (RFP stage).