

TAX CONSULTANCY TERMS OF REFERENCE

- 1) The firm must have minimum ten years relevant experience of corporate taxation.
- 2) Detailed knowledge of Income Tax Laws, latest pronouncements and related judgments of the Superior Courts of Pakistan on various tax matters is essential.
- 3) The firm is required to assist the management in preparing annual tax returns and should have close liaison with tax authorities including appellate forums regarding finalizations of the assessments and other such matters.
- 4) Advising the LTC and drafting replies to all or any notices or queries raised by Income Tax Department relating the income tax return filed by company.
- 5) Advising the LTC and filing the replies of notices received regarding the statement of withholding tax filed or assessment of withholding tax under the Income Tax Ordinance 2001 and filling the replies of notices as and when issued by FBR or PRA.
- 6) Advising LTC on the all taxation matters related to FBR or PRA as and when they arise.
- 7) Getting exemption certificates for Government Entity.
- 8) Refund claims.
- 9) The scope of work can be changed / increased on need basis.