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| image002-1 | **PAKISTAN TELECOMMUNICATION COMPANY LTD.****HEADQUARTERS, G-8/4 , ISLAMABAD** |

**TENDER NOTICE**

**NO. PROC.** **4-5/2/180918/2013**

**Subject: Provision of Consultancy Services for Revamping of PTCL HR Policies & Processes**

1. Sealed bids are invited from Consultants or their authorized agents on DDP-PKR basis only for the “Provision of Consultancy Services for Revamping of PTCL HR Policies & Processes” in accordance with PTCL requirement/TORs. Tender documents can be purchased by local manufactures from the undersigned on payment of PKR 2,500/- (non-refundable) through Demand Draft/Pay Order in favor of Pakistan Telecommunication Company Limited, H/Qs, G-8/4 - Islamabad, accompanied by an official request for provisioning of Tender Documents, printed over Company letterhead having entire necessary contact details, duly signed and stamped by the competent authority, clearly mentioning the RFP No. and its Title along with essential details of the enclosed Demand Draft/Pay Order i.e. issuing bank, DD/PO No and date etc., Offshore vendors are exempted from submitting PKR 2,500/- Demand Draft/Pay Order.
2. Sealed bids (in duplicate) shall be submitted in the office of undersigned as per instructions provided in RFP/Tender Documents on or before **1100 Hours on 09-10-2018. Sealed bids must contain complete company profile along with duly signed non-disclosure agreement on 100 rupees non-judicial stamp paper. For NDA signing on PTCL part, undersigned officer shall facilitate consultant(s) before submission deadline. In case of non-compliance, the bids will be disqualified from further processing.**
3. Bids received after the above deadline shall not be accepted and be returned unopened. Bids through Email/Fax shall not be accepted.
4. Consultant must mention their PTCL Registration code on offer. In case Consultant is not registered, then registration must be done before the issuance of Letter of Award/Intent. Consultant Registration form can be downloaded from PTCL website: [http://ptcl.com.pk/uploads/BIDDER%20REGISTRATION%20FORM.doc](http://ptcl.com.pk/uploads/VENDOR%20REGISTRATION%20FORM.doc)
5. PTCL reserves the right to reject bids and to annul the bidding process at any time, without thereby incurring any liability to the affected Consultant/Consultant or any obligations to inform the affected Consultant/Consultant of the grounds for PTCL action.
6. All correspondence on the subject may be addressed to the undersigned and Bids shall be submitted on the address given below.

**Senior Manager- Supply Chain-II**

Room# 12, 4th Floor, Old Building

PTCL H/Qs, G-8/4, Islamabad

Email: Syed.Mohsin@ptcl.net.pk

Tel: +92-51-2283056