# APPLICATION FORM

## Please fill in the following correctly and do not leave any of the questions un-answered.

1. Area(s) for which distribution is requested:
2. Name of Company:
3. Owner / Proprietor’s Name:
4. NADRA CNIC No:
5. Postal Address:
6. Landline: Cell Phone No(s):
7. E-mail:
8. Present Occupation/Business (Please be specific):
9. In-business since:
10. Previous Experience (If different than that of current business):
11. Franchise with Telecom operator other than PTCL:
12. How old is this Franchise?
13. Size of Distribution Network (No. of retail outlets catered by this network):
14. Current strength of Employees / Sale Force:
15. Company Reg. No / Incorporation No:
16. Academic Qualification of the Applicant:

(in case of individuals only)

Signature (& Stamp) of the applicant:

# DOCUMENTS REQUIRED FOR DISTRIBUTION

## The following documents must be enclosed with the Application Form:

* 1. Attested copy of CNIC.
	2. Copy of the Company's registration / Incorporation Certificate.
	3. Copy of the National Tax Number and Sales Tax Number certificates.
	4. Attested documents showing financial status of the applicant i.e. Bank
	5. Balance / Bank Statement etc (for the last 06 months).
	6. Proof of Contract with other operators (if any)
	7. Proof of applicant's work experience (if any)
	8. Application to be submitted along with **Rs. 10,000/-** Pay order (Non-Refundable) in the name of **Pakistan Telecommunication Company Ltd**, on following address “GM Sales, Room # 206, E-Block, 2nd floor, PTCL HQ, G-8/4, Islamabad”

# TERMS OF REFERENCES (TOR)

## Criteria

The Applicant:

preferable to be well settled in the proposed area of dealership.

2 years  3 Years  4 Years  5 Years 

Candidate with operational Sales & Distribution network will be given priority.

Preferably experienced in running a Telecom / IT related franchise operations.

Should be financially sound as distributor as he/she have to invest to maintain a specified Charji inventory.

5 Million  10 Million  10 Million and above 

Have to keep company's desired level of inventory of products at all times

i.e. three times of sales target.

Prepare & submit daily / weekly / monthly sales & inventory reports

Managing sales, distribution accordance with PTCL given standards.

Refundable Security deposit\*

Category A = Rs. 800,000 Category B = Rs. 600,000 Category C = Rs. 400,000

\*To be Refund in shape of stock

\*Category to be assigned on the basis of business potential

# IMPORTANT NOTE

1. Ownership of distribution will be non-transferable.
2. Regional Sales team would inspect the distributor's premises and check record at any hour of the day.
3. Once formalities are completed and a dealer is appointed for a certain area, a maximum of 30 days’ target will be given to start operation in that particular area. If the dealer fails to comply with the target date, PTCL reserve the right to cancel the contract without any liabilities on its parts.
4. In case of any misinformation on part of the applicant, he / she may be disqualified for this service.
5. PTCL employees in service or their dependents are not eligible for this scheme.
6. PTCL reserves the right to reject any or all applications without assigning any reason & its decision cannot be challenged in any court of law.
7. Applications, along with Annexure, may be sent to the address as advertised by the PTCL from time to time.