

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 NIC 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. Attested documents showing financial status of the applicant i.e. Bank
4. Balance / Bank Statement etc (for the last 12 months).
5. Copies of Contract with other operators(if any)
6. Proof of applicant's work experience (if any)
7. Application to be submitted along with **Rs.10,000/-** Pay order (Non-Refundable) in the name of **PTCL**, on following address "General Manager, Sales Strategy, Room 206, E-Block, 2nd floor, PTCL HQ, G-8/4, Islamabad"

TERMS OF REFERENCES (TOR)

Criteria

The Applicant:

- Must be well settled in the proposed area of dealership.
2 years 3 Years 4 Years 5 Years

- Must have operational Sales & Distribution network.

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

- Must be financially sound as distributor will have to invest on the Outlet as per PTCL specification, maintain a specified inventory and manage a quality sales team.
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 and
number & nature of complaints to PTCL.

- Hiring, training and retaining efficient and reliable sales and customer services staff.

- Managing sales, distribution teams in 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 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.