

**PRE-QUALIFICATION OF DIGITAL MEDIA AGENCIES**

Applications are invited from experienced and professional Digital Media Agencies for pre-qualification on the Bank's panel. The agency should offer multiple services including designing & publishing of advertisements and other digital media activities.

Interested Digital Media Agencies may apply and will be required to provide inter alia the following information / particulars:

1. Profile of the company.
2. Business should be active for at least 03 years.
3. List of clients and letters of satisfaction from clients (Banks and Group of Companies/ Organization) during last 3 years.
4. Submit an affidavit that the agency is not suspended / blacklisted by any Government / Regulatory body or any financial institution nor its contract rescinded in past for non-fulfillment of contractual obligations. Also that the firm is not a tax defaulter etc.
5. Proof of Sales Tax Registration, NTN, Certificate of firm.
6. Bank Certificate/Statement showing credit turnover of at least **Rs. (5.0) Million** from 01-01-2023 to 31-12-2023 .
7. This advertisement is also uploaded on websites of PPRA ([www.ppra.punjab.gov.pk](http://www.ppra.punjab.gov.pk)) and BOP ([www.bop.com.pk](http://www.bop.com.pk)).
8. Incomplete / conditional applications will not be accepted.
9. Bank will not be responsible for any cost incurred in submission of documents.

Firms fulfilling above criteria may obtain Pre-qualification Documents, containing all required information free of cost, on any working day (Monday to Friday) between **09:00 AM to 05:00 PM** till **26-02-2024** through email at [procurement@bop.com.pk](mailto:procurement@bop.com.pk). Pre-qualification documents are immediately available after the publication of this advertisement. The application complete in all respect, should reach Head Centralized Procurement Department and be dropped in the Bid box available/placed for this purpose at 1st Floor, BOP Tower, Main Boulevard Gulberg-III, Lahore, by **27-02-2024** before **11:00 AM**.

**Head Centralized Procurement**

**The Bank of Punjab, 1st Floor, Head Office, BOP Tower,  
10-B, Block E/II, Main Boulevard, Gulberg III, Lahore**

**Ph: 042-35783930, 35783670**