

## EMPLOYEES SEARCH AND RECRUITMENT CONSULTANCY SERVICES

Technical and financial bids on “Single Stage-Two Envelopes Bidding Process” are invited from the well reputed organizations/ companies for “Employees Search and Recruitment Consultancy Services” as per following Lots: -

**LOT # 1: Batch Hiring**

**LOT # 2: Non Batch Hiring - Officers**

**LOT # 3: Non Batch Hiring - Executive**

1. Bid documents are immediately available after publication of this advertisement and may be obtained free of cost against written request through email at [procurement@bop.com.pk](mailto:procurement@bop.com.pk) on any working day (Monday to Friday) between **09:00 AM to 05:00 PM** till **17-11-2022**.
2. The sealed bids must be addressed to Head Centralized Procurement, Head Office, 1st Floor, BOP Tower, 10-B, Block E/II, Main Boulevard, Gulberg III, Lahore and be dropped in a Bid Box available/ placed there for the purpose, on or before **18-11-2022 (till 11:00 AM)**.
3. The words “Technical Bid” & “Financial Bid” should be clearly marked on each sealed envelope.
4. Technical Bids will be opened by a committee on the same day i.e. **18-11-2022 at 11:30 AM**, in the presence of bidders or their authorized representatives who wish to attend the bid opening process. Financial Bids of only technically qualified bidders shall be opened on a date/ time to be announced subsequently. Financial Bids of bidders not technically qualified shall be returned unopened.
5. Incomplete/ conditional bids and bids bearing cutting/ over writing without authentication will not be considered.
6. Prices must be quoted inclusive of all applicable taxes.
7. Valid NTN/ GST Registration Certificates are also required with the bid.
8. This Advertisement is also uploaded on the both 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)).
9. Bank will not be responsible for any cost incurred in submission of documents.

**Head Centralized Procurement**

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

**Ph: 042-35783930, 35783670**

**Email:- [procurement@bop.com.pk](mailto:procurement@bop.com.pk)**