

TENDER NOTICE
REQUEST FOR PROPOSAL (RFP)
FOR HIRING TESTING AGENCY
TO CONDUCT SCREENING/PHYSICAL TEST/FOR RECRUITMENT OF POSTS
OF BPS-07 to BPS-15 IN HEALTH DEPARTMENT AJK

Sealed bids/proposals are invited from: well reputed registered Public & Private sector Testing Agencies duly recognized in Pakistan to conduct a test for recruitment of regular posts in AJ&K Health Department in BPS-7 to BPS-15, Bids should be submitted On "Single Stage two envelope procedure" basis as laid down in Rule 36 (b) of PPRA Rules, 2017 to the undersigned before 12:00 p.m. Dated 02-04-2026. The "Technical Proposal" will be opened on the same date at 12:30 p.m.

TERMS AND CONDITIONS

1. One sealed envelope containing two sealed envelopes having clearly marked as "Technical Proposals" and "Financial Proposals" are to be filled by each Testing Agency.
2. Recruiting Agency should be a registered agency, if established in private sector, duly supported with attested copy of Registration Certificate from Security Exchange Commission of Pakistan.
3. The Recruiting Agency should have minimum 3 years' experience of taking recruitment tests in public sector organizations.
4. Expertise and profile of the testing agency to conduct such type of recruitment tests should be attached.
5. The Recruiting Agency must not be black-listed by any government office, for which an affidavit on Stamp Paper, duly signed by the head of Testing Agency, should be attached with the bid.
6. The Recruiting Agency should have their, arrangements to conduct. Test at all Districts of Azad Jammu & Kashmir.
7. The Recruiting Agency should have NTN and Income Tax Certificates.
8. The rate fee (100% to be paid by the candidates) for holding recruitment test should be quoted for candidates including all taxes. These rates shall be valid till the completion of the recruitment process.
9. The successful bidder will have to arrange tests at all Districts of AJ&K and at maximum other centers initially agreed as per agreement within the stipulated period as per agreement, which will be signed with the bidder subject to the final approval of the Authority.
10. Copy of the Bidding document can be obtained (against the fee of Rs 5000/- non-refundable) from the office of the Secretary Health Block No 10 New Secretariat Chatter Domail Muzaffarabad Azad Kashmir on any official working day.
11. The Authority may reject any or all the bids at any time prior to the acceptance of the bid or proposal in terms of Rule 33 of PPRA Rules 2017.

Secretary Health
GoAJ&K Muzaffarabad
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Phone Number# 05822-901017