

## **REQUEST FOR PROPOSAL**

**RFP NO.: EIDMC/PROC/RFP/25-26/01**

**(HIRING OF HEADHUNTING FIRM)**

### **Energy Infrastructure Development & Management Company (EIDMC)**

1. Sealed bids, in accordance with **PPRA Rule No. 36 (b)**, are invited from firms pre-qualified/shortlisted through EOI bearing number **EIDMC/PROC/EOI/25-26/02** opened on **17 December 2025** by below-mentioned office for the following requirements:

| Sr. No. | Description                | RFP No.                 | RFP Submission on E-PADS & Bid Security Submission (in hard & online on E-PADS) Date / Time | RFP Opening Date / Time / Place                                                                                                | Fixed Bid Security (Rs.) |
|---------|----------------------------|-------------------------|---------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| 1       | Hiring of Headhunting Firm | EIDMC/PROC/RFP/25-26/02 | <b>Date:</b> 10.07.2026<br><b>Time:</b> 11:00 A.M                                           | <b>Date:</b> 10.07.2026<br><b>Time:</b> 11:30 A.M<br><b>Place:</b> Office # 103, First Floor, Evacuee Trust Complex, Islamabad | 50,000/-                 |

2. RFP may be submitted as per conditions set out in RFP Document available on E-PADS Old Version (<https://eprocure.gov.pk/>) (free of cost).
3. RFP should be submitted electronically through PPRA EPADS (Old Version) (<https://eprocure.gov.pk/>) before closing time & date mentioned above otherwise the submission will not be considered.
4. Original Bid Security of Rs. 50,000/- must be submitted in hard at the address mentioned above and the scanned copy of the Bid Security must be attached on E-PADS as well before submission date & time mentioned above. The firm will be considered non-responsive if the Bid Security is:
- Uploaded on E-PADS but not submitted in Hard
  - Submitted in Hard but not uploaded on E-PADS
  - Submitted or received in the above-mentioned office after the deadline of submission.
  - Uploaded on E-PADS after the deadline of submission.
5. The electronic RFP submitted after the Date and Time specified shall not be accepted.
6. EIDMC reserves the right to accept or reject all proposals at any time according to PPRA Rules 33(1).
7. Notification of the GRC constituted in terms of rule-48 of PPRA Rules, 2004 is provided on procuring agency's website <https://power.gov.pk/> and E-PADS (<https://eprocure.gov.pk/>).
8. The advertisement is also available on PPRA website ([www.ppra.org.pk](http://www.ppra.org.pk))
9. For registration and training on EPADS or in case of any technical difficulty in using EPADS, prospective bidder may contact Mr. Rizwan Mehmood, Director MIS PPRA Room No. 109, First floor, FBC Building

Sector G-5/2, Islamabad. Contact No. 051- 111-137-237.

**WARNING: - ANY FINANCIAL INSTRUMENT SUBMITTED BY BIDDER, IF FOUND FAKE OR GOT DISHONORED AT ANY STAGE WOULD RESULT IN BLACKLISTING AND LEGAL ACTION AS PER LAW.**

**Deputy Director (Procurement)**  
**Energy Infrastructure Development and Management Company**  
Office # 103, First Floor, Evacuee Trust Complex, Islamabad  
Ph: 0370-1800231