



Expression of Interest (EOI) for Pre-Qualification

Export Development Fund (EDF) is an autonomous body of the Ministry of Commerce and administered by Board of Administrators constituted under Export Development Fund Act, 1999 which aims to strengthen and develop infrastructure for promotion of export activities. EDF Secretariat intends to obtain Expression of Interest (EOI) for Pre-Qualification of experienced/well -reputed firms against the following:

Firms/bidders will be selected after an open and transparent bidding process in accordance with Public Procurement Regulatory Authority (PPRA) guidelines. Bidding process shall be carried out for pre-qualification of the **Headhunting firms** as follows:

- a. The technical proposals will be opened only for the bidders who successfully qualified through initial screening under "Eligibility Criteria" and the technical proposals will be returned to the bidders who did not qualify at initial screening stage.
- b. The bid shall comprise on "TECHNICAL PROPOSAL" a single package containing one envelope only. Technical Proposals to be submitted by the applicants shall be in compliance with all the requirements laid down.
- c. Bids prepared in accordance with the terms and condition laid down in TORs including complete profile of the Firm s, must be submitted ONLINE on PPRA's-EPADS on or before **11th June, 2026** at 11:00 a.m.
- d. Application received through **online (PPRA-EPADS) shall only be entertained. Technical proposals** shall be opened at **11:30 am** on the same day.
- e. Scores will be allocated based on evidence available in the bidding document only.
- f. The firms will be pre-qualified for a period of two (02) years initially.
- g. Once head hunting is pre-qualified, EDF will utilize its services for C-level and other management posts/consultants as per its needs for which financial quotes will be requested.

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