

1. National Logistics Corporation (NLC) requires to hire a consultant who is well familiar with the internal processes and systems of different government organizations. The core responsibility of this consultancy firm is to keep NLC updated on all upcoming businesses and ensure to streamline end to end business processes. Firms having expertise in the field and meeting the following criteria are invited to submit their proposal to NLC: -

**Pre-Requisites.** Firms must have working experience in departments of Federal/Provincial Govt or well reputed Firms in Private Sector.

**Scope of Engagement.**

1. To submit the billing & invoicing documents to government clients.
2. To liaison on verification of bills & invoices along with supporting documents.
3. Payment & Banking reconciliation.
4. Collection of due payments.

**Terms & Conditions.** Consulting firms fulfilling the criteria may forward their Technical & Financial Proposal latest by **1100 hours on 27 Jun 2024** which will be opened on the same day at 1200 hours on the following address through courier mentioning the '**Hiring of Consultancy Firm**' in subject line:

**Business Branch,**  
Harding Road, HQ NLC, Rawalpindi  
[Tel:- 051-9052290](tel:051-9052290)