



Ref:CA/SR/24/

Date: 13.01.2025

**The Deputy Director (Monitoring & Implementation)**

Public Procurement Regulatory Authority,  
Cabinet Secretariat, Cabinet Division, Government of Pakistan,  
Federal Bank for Cooperative Building, Sector G-5/2, Islamabad.

Fax # 051-9224823

**SUBJECT: INVITATION TO BID (TENDER ENQUIRY NO. CA/SR/24)**

In continuation of our earlier letter No.CA/SR/24/2436 dated December 16, 2024 and in compliance of the Rule 12 of the Public Procurement Rules, 2004, we give hereunder the information pertaining to tender enquiry for "Share Registrar & Corporate Consultancy Services, registered with SECP" for displaying on PPRA's website:

Tender Enquiry No.	= CA/SR/24
Brief Description	= Share Registrar & Corporate Consultancy Services, registered with SECP
Person to be contacted	= Mr. Abdul Rauf Khan, Chief Officer (Corporate Affairs) Telephone No. 042-99201044
Newspaper Advertisement on	= December 14, 2024
Newspaper Tender Extension on	= January 11, 2025
Tender Closing date and time	= February 04, 2025 at 1530 Hrs.
Tender opening date and time	= February 04, 2025 at 1600 Hrs.
Cost of Tender documents	= Rs.2,500/- (non-refundable)
Bid Security	= 2% excluding GST
Issuance of Tender Documents / receiving bids	= Interested Share Registrar/Transfer Agent may purchase tender documents up to a day before the closing date of tender on request along with copies of valid GST, NTN, Professional Tax Certificates, and certificates as registered Share Registrar, Intermediary, and Balloter with SECP, during 11:00 and 12:30 hours of any working day keeping in view tender opening date from Corporate Affairs department, 5 <sup>th</sup> Floor, Gas House, 21-Kashmir Road, Lahore.

With kind regards,

(Imtiaz Mehmood)  
SGM (CA) / Company Secretary  
for MANAGING DIRECTOR