

## **Letter of Invitation**

**Mr. Asif Amin,**  
**GM Corporate Affairs,**  
*M/s. CATCOS Pvt Ltd,*  
*Suite #308, 3<sup>rd</sup> Floor, IT Park,*  
*Tariq Center, Main Tariq Road,*  
*Karachi.*

**Dr. Izhar Hussain,**  
**Director center for Executive Education,**  
*M/s. IBA,*  
*City Campus, Garden/ Kayani Shaheed Road,*  
*Karachi.*

**Mr. Hashir Ibne Irshad,**  
**Executive Director,**  
*M/s. National Examination & Evaluation Foundation,*  
*Corporate office #24, Street #12, Sector H, DHA-II,*  
*Islamabad,*

**Mr. Muhammad Imran Khan,**  
**Deputy Director South,**  
*M/s. National Testing Service Pakistan,*  
*C-32/II/1, KDA Scheem#1,*  
*Main Karsaz Road,*  
*Karachi,*

**Mr. Saify Chinoy,**  
**Senior Manager,**  
*M/s. Sidat Hyder Morshed Associate (Pvt) Ltd*  
*Beaumont Plaza, Beaumont Road,*  
*Karachi,*

1. The [**Sindh Education Foundation, Govt. of Sindh**] (hereinafter called “Procuring Agency”) now invites proposals to provide the following consulting services: [**Hiring of Human Resource Recruiting Firm**]. More details on the services are provided in the Terms of Reference.
2. This Request for Proposal (RFP) has been addressed to the following shortlisted/pre- qualified/interested Consultants:

*[List of Shortlisted Consultants]*

1. *M/s. CATCOS*
2. *M/s.IBA, Karachi*
3. *M/s. National Examination & Evaluation Foundation*
4. *M/s. Sidat Hyder Morshed Associate (Pvt) Ltd*
5. *M/S. National Testing Service Pakistan*

It is not permissible to transfer this invitation to any other firm.

3. A firm will be selected under [QUALITY & COST BASED SELECTION METHOD] and procedures described in this RFP, in accordance with the SPPR 2010 and revised 2013.
4. The RFP includes the following documents:

**Section 1 - Letter of Invitation**  
**Section 2 - Instructions to Consultants (including Data Sheet)**  
**Section 3 - Technical Proposal - Standard Forms**  
**Section 4 - Financial Proposal - Standard Form**  
**Section 5 - Terms of Reference**  
**Section 6 - Standard Forms of Contract**

5. Please inform us in writing at the following address :  
(Plot. No. 21/A, Block No.7& 8 Overseas Cooperative Housing Society, Ameer Khusro Road) Karachi, upon receipt:  
*(a) that you received the Letter of Invitation; and*
6. *The provided Bids (TECHNICAL & FINANCIAL) to be submitted at above given head office address on December 7, 2015 at 3:00 PM and technical bid will be opened on same day at 3:30PM in presence of Consultant Selection Committee members and representative of participated firms.*

Very truly yours,

S/d

**Acting Deputy Director Procurement  
Sindh Education Foundation GoS**

Cc:  
Consultant Selection Committee Members  
Director (Administration & IT Unit), SEF