



Punjab Curriculum & Textbook Board

SHORT CONSULTANCY

PCTB (Autonomous body of School Education Department) invites proposals from the interested / suitable persons having minimum qualification of Master's Degree and more than 20 years' experience in public sector for selection of individual consultant in short consultancy as provided in Rules 46(b) of Punjab Procurement Rules 2014 (PPRA). Terms of References (TORs) are as under:

1. To update the Service Rules & Regulations for the employees of PCTB in the light of PCTB Act 2015.
2. To reframe the Pension Rules
3. To reframe the Delegation of Financial Powers Rules.
4. Reframing of Medical Attendance Rules.
5. Reframing of Royalty Rules
6. Reframing of job descriptions of all wings / branches / individuals.
7. Updating the Organogram of PCTB
8. Redefining the Registration criteria for registration of publishers / printers
9. Updating the standard bidding documents (SBD) for procurement of Jackets/ primers / practical notebooks / title covers.

Interested persons, who have relevant qualification and vast experience in the relevant field, are invited to participate in the selection process for hiring of individual consultant. The applications alongwith C.Vs / Experience Certificate etc. should be submitted on or before 04th December 2017.

Managing Director
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