



**INTER STATE GAS SYSTEMS (PVT) LTD.**

RFP No. ISGS/Proc/TE-HR-02/26-27

**REQUEST FOR PROPOSALS (RFP)**

**HIRING OF HEAD-HUNTING FIRM**

1. Inter State Gas Systems (ISGS) has allocated funds for the procurement planned for FY 2026-27. ISGS intends to utilize part of these funds to make eligible payments under the contract for the “Hiring of Head-Hunting Firm”, with procurement reference P120940.
2. ISGS invites proposals through the e-Pak Acquisition and Disposal System (e-PADS v2.0) from eligible bidders registered on e-PADS v2.0 for the provision of consultancy services.
3. Single Stage Two Envelope Procedure under the principal method of procurement, i.e. Open Competitive Bidding, shall be followed, adopting the Least Cost Based Selection (LCBS) technique for the subject procurement, in accordance with the Public Procurement Rules, 2004, and any regulations, guidelines, and instructions issued by the Authority from time to time.
4. All proposals must be accompanied by Bid Security as specified in the Bid Security Section of the e-Bidding Documents, in the form of a Pay Order or Bid Securing Declaration on the prescribed format.
5. E-Bidding documents, containing detailed terms & conditions, specifications and requirements etc. are available on EPADS at <https://epads.gov.pk/opportunities/federal/procurements/120940>.
6. Proposals, prepared in accordance with the instructions in the e-Bidding documents, must be submitted through EPADS v2.0 on or before Tuesday, October 20, 2026, 11:00 AM. Proposals will be opened on the same day at 11:30 AM. Manual submission of proposals shall not be entertained. Those Firms who have not yet registered on the new version of EPADS v2.0, may register themselves on <https://vendors.epads.gov.pk/>. A tutorial to explain the registration process is available at <https://www.youtube.com/watch?v=MNW6T38v7tc>
7. In terms of Rules 48 of Public Procurement Rules, 2004 Grievance Redressal Committee (GRC) is notified for the subject procurement, and notification copy is available on the procuring agency’s website, on EPADS v2.0 as well as Authority’s website at ([www.ppra.org.pk](http://www.ppra.org.pk)).

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