



**Invitation of Sealed Bids for Outsourcing of Share Registrar Services For  
The Bank of Punjab (BOP)**

The Bank of Punjab, formed under the Bank of Punjab Act 1989, having its Head Office at Lahore invites sealed **Technical & Financial Bids** under “**Single Stage- Two Envelopes Bidding Procedure**” from eligible companies registered under **section 4 of the Balloters, Transfer Agents and Underwriters Rules, 2015** for outsourcing of Share Registrar services and all related record keeping of the Bank. The period of contract shall be three years commencing from 31.05.2016 to 30.05.2019.

The Bidding Documents are immediately available and can be obtained free of cost from 25.04.2016 to 10.05.2016 (working days) from 9:00 a.m to 5:00 p.m by sending email on [salman.rashid@bop.com.pk](mailto:salman.rashid@bop.com.pk)

**Sealed bids should reach the below mentioned address on or before 11.05.2016 till 02.30 pm and marked “Not to be opened before 11.05.2016”.**

The Technical bids will be opened by the members/representatives of outsourcing Committee, BOP at 03:00 pm on the same day in presence of the representatives of companies participating in the bids who may opt to be present. Financial bids of only technically qualified bidders shall be opened on a date/time to be announced subsequently. Financial bids of bidders which do not qualify technically shall be returned unopened.

Incomplete/conditional bids and bids bearing cutting/overwriting without authentication will not be considered. The Bank shall not be responsible for any cost incurred in submission of proposals/documents.

The Bank of Punjab reserves the right to reject all the bids without assigning any reason thereof as per PPRA rules.

<p style="text-align: center;"><b>RAZA SAEED</b> Company Secretary, The Bank of Punjab, Corporate Affairs Department, 4<sup>th</sup> Floor, BOP Tower, Gulberg-III, Lahore. e-mail: <a href="mailto:raza.saeed@bop.com.pk">raza.saeed@bop.com.pk</a> Contact-042-35783843, 042-35783976, 04235783700-10, Ext-455</p>
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