

EXPRESSION OF INTEREST

HIRING OF INDIVIDUAL SHORT TERM CONSULTANT

Punjab Safe Cities Authority (PSCA) invites applications from qualified and experienced professionals as individual consultant for the following area on short-term consultancy basis:

| Sr. No. | Name of Individual Consultancy | Qualification | Experience |
|---------|--------------------------------------|--|---|
| 01 | Individual Consultant (Legal Expert) | Law Degree from a reputed HEC recognized university. | Law graduate with experience of 07 years having enrolment with concerned Bar Association. |

Interested individuals may submit their application along with the copy of CV, educational documents, experience certificate, CNIC and passport size photograph latest by 22-11-2021 till 02:00 PM, through email, courier or by hand. Only shortlisted candidates will be called for an interview. The Remuneration will be offered on the basis of qualification and experience. The said Consultant will be selected in accordance with the provisions of Punjab Procurement Rules 2014 for short term consultancy. The detailed ToRs are attached as Annexure.

For submission of applications or obtaining any information, please feel free to contact at cons.services@pscagov.pk, Contact: (+92) (42) (99051605-7) Website: www.pscagov.pk

Mention the name of the Consultancy in the subject line/ on the envelope.

**CHIEF LAW & PROCUREMENT OFFICER,
 PUNJAB SAFE CITIES AUTHORITY,
 PPIC3 Center, Qurban Police Lines,
 Lahore**

Annex-A

**TERMS OF REFERENCE
“INDIVIDUAL CONSULTANT (LEGAL EXPERT)”**

1. BACKGROUND

The Punjab Safe Cities Authority (PSCA), established under Punjab Safe Cities Act 2016, ensures establishment, development and maintenance of an integrated Command, Control, and Communication system (PPIC3) for Police in major cities of the province for public safety. The Safe City is a concept for returning security and quality of life to today's complex cities through the use of technology, infrastructure, personnel and processes. In order to realize the vision of developing safe cities in the province, PPIC3 Centre has been developed for Punjab Police in the city of Lahore and other centers are being established in other larger cities of the province.

2. OBJECTIVE/PURPOSE OF THE ASSIGNMENT

The selected Individual Consultant will provide services pertaining to Law Unit of PSCA.

3. SCOPE OF SERVICE

The Legal Individual Consultant shall be required to provide the following consultancy services (the **Assignment**):

- i. To represent PSCA before any forum as and when required/on demand of PSCA and to attend the meetings at client's office or whenever necessary pertaining to legal issues occurred during the consultancy period.
- ii. To tender the legal opinion on the legal issues, take place and attend the meeting to discuss/negotiate with the third party relating to legal issues of PSCA.
- iii. To formulate the contracts, agreements, Memorandum of Understanding (MOU), plaints, written reply, application, writ drafts, para wise comments or any other application, reply on behalf of PSCA and pursue the court cases pending before any court/forum on behalf of PSCA with permission.

iv. Any other assignment for PSCA legal matters.

4. PROFILE OF CONSULTANT

The Consultant will be assigned from the list of shortlisted consultants fulfilling the minimum qualifications i.e. Law graduate with experience of 07 years having enrolment with concerned Bar Association.

5. EXPECTED DELIVERABLES

A monthly progress report on Consultant work would be prepared and submitted, including tasks listed under “Scope of Services”, above.

6. TIME PERIOD

The Consultant will be engaged up to a period as decided by Competent Authority.

7. PAYMENT TO THE CONSULTANT

The payment to the Consultant will be made on a monthly basis as decided by Competent Authority upon submission of claim based on the services/ deliverables by the end of each month.