

REQUEST FOR EXPRESSION OF INTEREST(REOI)

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	Location	Job Type	Qualification/Experiences
01	Cook	Muree, Pakistan	Full Time	<ul style="list-style-type: none"> • Proven experience as a cook in an office or institutional setting of Public/Private. • Strong knowledge of various cooking techniques and local Pakistani cuisine. • Excellent understanding of food safety and hygiene standards. • Reliable, punctual, and capable of working independently. • Western Cuisine knowledge will be a plus

Interested individuals may submit their application along with the copy of CV, educational documents, experience certificates, CNIC and passport size photograph latest by 23-06-2025 till 14:00 hours, 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. No TADA may be claimed by the applicants.

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 subject line/on outer Envelope. The CV/application will not be considered otherwise.

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

Annex-A

TERMS OF REFERENCE
“INDIVIDUAL CONSULTANT
(COOK FOR MUREE)”

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 Consultants will provide cooking services in Muree.

3. SCOPE OF SERVICE

- Meal Preparation: Plan, prepare, and serve daily nutritious and diverse meals.
- Kitchen Management: Maintain exceptional cleanliness and hygiene in the kitchen and with all equipment.
- Inventory & Procurement: Manage food inventory, prepare grocery lists, and ensure proper storage of supplies.
- Safety Compliance: Adhere strictly to food safety regulations and practices.

4. PROFILE OF CONSULTANT

The Consultant will be selected from the list of shortlisted consultants fulfilling the minimum requirement.

5. NUMBER OF CONSULTANTS

There will be one (01) consultant.

6. EXPECTED DELIVERABLES

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

7. TIME PERIOD

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

8. PAYMENT TO THE CONSULTANT

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