

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.	Name of Post	Location	Job Type	Qualifications/Experiences
1.	CONSULTANT (EXECUTIVE OFFICER WORKS)	Lahore	Full Time	<ul style="list-style-type: none"> • 16 years of education or above in Engineering (Civil / Architectural / Building) or a related field. • Six (06) years of working experience of building design, supervision and management of construction sites

Interested individuals may submit their application along with the copy of CV, educational documents, experience certificates, CNIC and passport size photograph latest by 10-12-2025 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@pscagop.pk Contact: (+92) (42) (99051605-7) Website: www.pscagop.pk

Mention the Name of the Consultancy in subject line/on outer Envelope. The CV/application will not be considered otherwise.

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

Annex-A

**TERMS OF REFERENCE
“INDIVIDUAL CONSULTANT”
(EXECUTIVE OFFICER WORKS)**

1. BACKGROUND

The Project Management Office (PMO) is implementing multiple strategic initiatives, including the Islamabad Safe City Project, Safer Jails Project, and Faisalabad Industrial Estate Project. These projects aim to enhance security infrastructure, operational efficiency, and inter-agency coordination within the province. To ensure effective planning, execution, and monitoring of these initiatives, the services of an experienced Project Management Consultant are required.

2. OBJECTIVE/PURPOSE OF THE ASSIGNMENT

The selected individual consultant will provide services to Project Management office (PMO) team in consultancy Projects of Islamabad Safe City, Safer Jails and Faisalabad Industrial state.

3. SCOPE OF SERVICE

- Liaison with any consultants, subcontractors, supervisors, planners, quantity surveyors and the general workforce involved in the project visiting sites to take measurements or resolving contractor delays on behalf of the authorities and liaison between the engineering team and construction workers.
- Also, work closely with the lead engineer to develop project schedules and deliverable timelines.
- Check drawings and quantities for accuracy of calculations ensure that all materials used and work performed are in accordance with the specifications Prepare reports as required and resolve any unexpected technical difficulties and other problems that may arise.
- Undertaking technical and feasibility studies including site investigations Provide budget oversight and develop cost estimates for materials and personnel based on documents and project plans compiling job specs and supervising tendering procedures.
- Ensuring projects run smoothly and structures are completed within budget and on time Performing other tasks as directed by the senior management.

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 work will 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 monthly basis upon submission of claim based on the services/ deliverables by the end month.