

**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 (SUPERVISOR OPTICAL FIBER CABLE)	Lahore	Full Time	- Bachelor's/Master's in Engineering / Project Management / Public Policy - Minimum of 5-7 years of hands-on experience in optical fiber cable installation, splicing, and testing. - At least 2-3 years of experience in a supervisory or team lead role. - Proven experience with OTDR, OLTS, power meters, and other fiber optic test equipment. - Extensive experience with both outside plant (OSP) and inside plant (ISP) fiber optic work.

Interested individuals may submit their application along with the copy of CV, educational documents, experience certificates, CNIC and passport size photograph latest by 27-12-2025 till 14:00 hours, through email, courier or by hand. Incomplete applications without required documents shall not be considered. 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@psca.gop.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”
(SUPERVISOR OPTICAL FIBER CABLE)

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

1. Team Leadership & Management:

- Lead, mentor, and supervise a team of OFC technicians and splicers.
- Schedule and assign daily tasks, work orders, and projects to team members.
- Conduct regular team meetings to communicate goals, safety briefings, and operational updates.
- Perform performance evaluations, identify training needs, and support team development.
- Foster a culture of safety, quality, and continuous improvement.

2. Field Operations Oversight:

- Plan and coordinate OFC installation, splicing, testing, and troubleshooting activities.
- Personally handle complex splicing tasks (Fusion, Mechanical) and OTDR/OLTS testing and analysis when necessary.
- Ensure all work complies with company standards, industry best practices, and client specifications.
- Review and approve Method Statements and Risk Assessments for field activities.
- Manage the team's inventory of tools, test equipment, vehicles, and materials.

3. Quality Assurance & Documentation:

- Perform quality checks on completed work, including splice closure installations, cable placements, and test results.
- Ensure accurate and timely completion of all documentation, including:
- Test results (OTDR traces, loss/attenuation reports)
- As-built drawings and network documentation updates

- Daily work reports, timesheets, and expense reports
- Splice logs and schematics

4. Safety Compliance:

- Enforce strict adherence to all health, safety, and environmental (HSE) policies and procedures.
- Conduct toolbox talks and ensure all team members use appropriate Personal Protective Equipment (PPE).
- Report and investigate any accidents, incidents, or near-misses.
- Ensure all worksites are set up with proper signage and traffic control measures.

5. Client & Stakeholder Communication:

- Serve as the primary point of contact for clients on-site for specific projects or issues.
- Provide regular progress updates to the Operations Manager and project management teams.
- Coordinate with other departments (e.g., NOC - Network Operations Center, planning, design) to ensure seamless operations.

6. Emergency Response & Troubleshooting:

- Lead the team's response to fiber faults and network outages, ensuring rapid restoration of services.
- Diagnose complex network issues and implement effective repair strategies.

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 Four (04) 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.