

AZAD GOVERNMENT OF THE STATE OF JAMMU AND KASHMIR
AGRICULTURE DEPARTMENT

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No. AGR/PQ-TPRTA/2026/ 2711

Dated: 15 September 2026

NOTICE FOR PRE-QUALIFICATION

PRE-QUALIFICATION OF THIRD PARTY RECRUITMENT TESTING AGENCIES TO CONDUCT WRITTEN TESTS AGAINST THE POSTS (FROM BPS-07 TO BPS-15) OF THE AGRICULTURE DEPARTMENT, AJ&K

In pursuance of the Azad Jammu & Kashmir Recruitment (Through Third Party) Act, 2021 read with the AJ&K Recruitment (Through Third Party) Rules, 2026 (Notification No. S&GAD/A-4(504)2021(P-I) dated 06.03.2026), and in terms of Rules 15, 16 and 16A of the AJK Public Procurement Rules, 2017 (as amended vide Notification No. S&GAD/A-4(397)2017 Part-II dated 27.01.2022), sealed applications are invited from well-reputed registered Testing Service Firms, duly recognized in Pakistan / AJ&K, for pre-qualification and placement on a **three (03) year Open Framework Agreement panel** of firms to conduct written tests for recruitment against **clear vacant posts on permanent basis in BPS-07 to BPS-15**, not falling within the purview of the AJK Public Service Commission, in the Agriculture Department, AJ&K, on an as-and-when-required basis. This is a pre-qualification proceeding only: no financial proposal is required and no contract is awarded hereunder.

TERMS AND CONDITIONS

Issuance of Pre-Qualification Documents

Interested firms may obtain the Pre-Qualification Document on written request on official letterhead, with a non-refundable fee of PKR 5,000/- (Rupees Five Thousand only) in the form of Bank Draft / Banker's Cheque in favour of **DDO, Directorate General of Agriculture, AJ&K**. Documents may be obtained up to **October 05, 2026 (04:00 PM)** from the office of the undersigned on any working day.

Submission and Opening of Applications

Applications shall be submitted in a single sealed envelope clearly marked "**APPLICATION FOR PRE-QUALIFICATION – THIRD PARTY RECRUITMENT TESTING AGENCY (BPS-07 TO BPS-15)**".

- **Submission Deadline:** October 06, 2026 (11:00 AM)
- **Opening of Applications:** October 06, 2026 (11:30 AM)

Applications will be opened in the presence of applicants or their authorized representatives who choose to attend. No Bid Security is required at this stage.

Eligibility Criteria

- **Registration.** Private sector firms must be registered with the SECP; public sector agencies must furnish the statute, charter or notification under which they are established. The firm must have been registered or established at least one (01) month before publication of this notice, i.e. on or before 14 August 2026. Newly registered firms meeting the remaining criteria are equally eligible.
- **Tax compliance.** A valid NTN issued by the Inland Revenue Department, GoAJ&K / AJK-CBR or the FBR. An STRN is required only where the firm holds one.
- **Office premises.** Complete address of the firm's registered or principal office, with telephone number and e-mail address.
- **Key personnel.** Curriculum vitae of the Head of the firm's Testing / Assessment Wing, with attested academic credentials.
- **Undertaking.** A signed undertaking to observe the confidentiality, merit and data-protection requirements of the Act and Rules, to recover no charge from candidates beyond the approved testing fee, and to conduct examinations in all districts of AJ&K and/or other agreed centres within the notified timelines.

Documentary evidence, evaluation criteria and marking scheme, application forms and annexures are set out in the Pre-Qualification Document.

Blacklisting Status

The firm must not be blacklisted, debarred or suspended by any Government entity in Pakistan or AJ&K (Rule 19). An affidavit on stamp paper, signed by the authorized head of the firm and attested by an Oath Commissioner, must accompany the application.

Validity of the Panel

Three (03) years from notification of the panel, being the maximum permitted for an open framework agreement under Rule 16A(3), subject to annual performance review. There is no restriction on the number of firms pre-qualified, and pre-qualification confers no right to the award of work.

Assignment of Work and Testing Fee

No fee or rate is to be quoted at this stage. Each time posts are to be filled during the currency of the panel, a sealed quotation call shall be issued to all pre-qualified firms; the lowest per-candidate testing fee, inclusive of all taxes and 100% payable by candidates, shall prevail, subject to the quoting firm demonstrating capacity for the volume and district coverage of that cycle and to the fee not exceeding the maximum ceiling fixed by the Government or the Department. A Performance Guarantee and liquidated damages shall apply at the assignment stage, as set out in the Pre-Qualification Document.

Right of Rejection and Redressal of Grievances

The Department may reject any or all applications at any time prior to acceptance, under reasons to be recorded in writing, in terms of Rule 33 of the AJK Public Procurement Rules, 2017. Grievances shall be redressed under Rule 48 through the Grievance Redressal Committee constituted by the Department. In the event of any discrepancy between this notice and the Pre-Qualification Document, the latter shall prevail.

Director General

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