



BOARD OF REVENUE

[No.BoR/ 4 (14) /2026;

Dated, 20, October, 2026]

REQUEST FOR PROPOSAL (RFP)

HIRING OF SERVICES OF REPUTED TESTING AGENCY TO CONDUCT TESTS FOR RECRUITMENT IN BPS-07 TO BPS-15 IN BOARD OF REVENUE

Board of Revenue, Azad Govt. of the State of Jammu and Kashmir requests sealed bids from public or private sector testing agencies (duly registered in Pakistan/AJ&K) for the provision of Third Party Testing/ Assessment services for recruitment/screening of candidates against various posts, in compliance with Azad Jammu and Kashmir Public Procurement Regulatory Authority Act 2017, and Rules, the Azad Jammu and Kashmir Recruitment (through Third Party) Act, 2021 and Rule 3 Sub rule 2 of Azad Jammu and Kashmir recruitment (Through Third Party) Rules, 2026.

1. **Method of Procurement:** Single Stage-Two envelope procedure as per Rule 36 Sub Rule (b) of Azad Jammu and Kashmir PPRA Rules 2017.

2. **Scope of Services;**

- The testing agency is required to conduct transparent, written/screening tests for posts (BPS-07 to 15), in all or any district of AJK.
- The recruiting agency must have an NTN and STRN issued by Inland Revenue Department GoAJ&K/AJK-CBR.
- The rate fee (100% to be paid by the candidates) for holding recruitment tests should be quoted for candidates including all taxes. These rates shall be valid till completion of the recruitment process.
- All other mandatory conditions alongwith evaluation criteria are the part of Bidding Document which must be followed. Any bidder in violation of mandatory conditions will be declared non-responsive.
- The testing agency is required to provide complete end-to-end services including application processing, test design, conduct of tests, result compilation and related processes while ensuring, fairness, transparency and strict confidentiality.

3. **Pre-Requisites for a Testing Agency;**

- i. Registered entity (SECP registered, if private sector).
- ii. Minimum 05 years relevant experience of conducting recruitment tests.



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- iii. Valid NTN, income tax, and sales tax registration. Must be on the active tax payers' list (ATL).
- iv. Not blacklisted by any governmental/semi-government organization. Affidavit certifying validity on stamp paper is required.
- v. Must attach detail of tests previously conducted.
4. **Availability of Bidding Documents**; Within a period not exceeding ten days from the date of publication of this advertisement, bidding documents can be obtained from Board of Revenue against a non-refundable fee of Rs. 1,000/-.
5. **Bid Security**; Bid Security form in this regard shall be annexed with the bidding documents as **Annexure "A"**.
6. **Closing Date & time for Bid Submission**; November 11, (Wednesday) 2026 at 1400 hours.
7. **Technical Bid Opening**; Same day i.e. November 11, 2026 at 1500 hrs.
8. **Financial Bid Opening**; Applies to technically qualified bidders only (date shall be communicated later).
9. **Bid Validity Period**; 120 days from the date of opening, as per rule 26 (2) of Azad Jammu and Kashmir PPRA Rules, 2017.
10. **Rejection of Bids**; The Authority may reject any or all the bids at any time prior to the acceptance of the bid or proposal in terms of Rule 33 of PPRA Rules, 2017.
11. **Repeal**; The advertisement No. AJK 294/5/2026 dated 07.05.2026 stands cancelled.


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