



**THE GOVERNING COUNCIL, TG20**

**Tender**  
**For Consultant Services – TG20**

**The Governing Council, TG20 of The Hyderabad Cricket Association),** invites Tenders reputed Consultancy / Service Providing companies to place manpower for the following activities for the TG20 season ( May – July)

**Name of Work:**

Issuance of notification for hiring a consultant for supply/deployment of staff for a period of four (3) months for TG20-related activities.

**Purpose / Justification:**

The following personnel are proposed to be engaged to support TG20 operations:

- **Receptionist**  
To serve as Receptionist and handle inquiries, coordinate with stakeholders, assist visitors, and support day-to-day office coordination.
- **Accounts Executive**  
To maintain up-to-date records and document filing, and handle all work related to accounts, bookkeeping, statutory compliances, and timely tax filings.
- **IT Professional**  
To handle all IT-related works, including management of systems, internet services, communications, and web-related activities.
- **Administrator**  
To handle general administrative work, office maintenance, and provide support to senior officials.

**Eligibility Criteria**

- Have prior experience in **similar works**
- Provide client references
- Have financial stability and execution capability

EOIs should be submitted by 4<sup>th</sup> May to the following

Governing Council, TG20

Email: [governingcouncil@tg20.org](mailto:governingcouncil@tg20.org)

**Disclaimer**

TG20 / HCA reserves the right to accept or reject any or all submissions without assigning any reason. The decision of the Governing Council shall be final and binding.