

# NEW DELHI MUNICIPAL COUNCIL SMART CITY LIMITED

## "PUBLIC NOTICE FOR INVITING APPLICATIONS AS CONSULTANTS"

**Sub.: Application are invited for engagement of retired officers of the Govt. as Consultant in the New Delhi Municipal Council Smart City Limited (NDMCSCCL) on contract basis-2019.**

Applications are invited from retired employees of Central Government departments/PSU/Autonomous bodies for engagement of 02 (Two) full-time Consultants in NDMCSCL contractual basis, initially for a period of 01 year extendable up to a period of 03 years based on satisfactory performance. The application should reach to General Manager(Admin.) Office, Room No. 8001, 8<sup>th</sup> Floor, Palika Kendra, Sansad Marg, New Delhi latest by **20/9/2019**. The envelope containing the application must superscripted "APPLICATION FOR THE POST OF CONSULTANT".

### **2. ABOUT NDMCSCL**

New Delhi Municipal Council Smart City Limited (NDMCSCCL) is a Public Limited Company wholly owned by NDMC and responsible for Smart City related projects in New Delhi Municipal Council area.

### **3. CONSULTANT NUMBER REQUIRED, EDUCATIONAL QUALIFICATION, PRE-QUALIFICATION AND REMUNERATION.**

<b>Sr. No</b>	<b>Designation</b>	<b>Pre-qualification</b>	<b>Number</b>	<b>Monthly Consolidated remuneration offered</b>
01.	Consultant (Admn.)	Retired from the service as Under Secy./Section Officer	01 (One)	Rs. 40,000/- for Under Secy.

		level in Central Government of equivalent in state Government/PSU/Autonomous Bodies having experience in Administration or establishment work.		Level & Rs. 30,000/- for Section Officer level.
02.	Consultant (Finance Accounts)	Retired from the service as Under secy./Section Officer level in Central Government or equivalent in state Government/PSU/Autonomous Bodies having experience in Finance & Accounts work.	01 (One)	- Do -

**4. EXPECTED TASK**

- a. Consultant is required to attend the office work and projects assigned to him / her from time to time.
- b. Consultant will help departments in preparations of presentations, important reports etc. in the field of work assigned from time to time by the competent authority.

**5. PERIOD OF ENGAGEMENT**

- a. The initial engagement would be initially for a period of 01 (one) year and extended up to a period of 03 (Three) Years from the date of appointment.
- b. The engagement of Consultant would be on full-time basis and they would not be permitted to take up any other assignment during the period of Employment with the New Delhi Municipal Council Smart City Limited.



- c. The engagement will be of a temporary nature and the engagement can be cancelled at any time by the New Delhi Municipal Council Smart City Ltd. without assigning any reason.

## **6. AGE-LIMIT**

- a. The maximum age should be below 64 years as on 31/7/2019.

## **7. OTHER ELIGIBILITY CRITERIA**

- a. The retired Officer up to 64 years of age as on 31/7/2019, who have excellent service record and are physically fit will be eligible.
- b. A retired Officer against whom a vigilance case or a departmental proceeding or criminal prosecution is contemplated or pending at the time of his/her retirement will not be considered.
- c. A retired Officer who has been a member of any political party after his/her retirement shall not be eligible.
- d. The Selected Consultant has to give undertaking that no vigilance case is pending against him/her.

## **8. SELECTION CRITERIA**

The applicants will be selected on the basis of the tenure of the service in the government/PSU/Autonomous Bodies, Projects undertaken/lead and the higher educational qualification.


## **9. TERMS AND CONDITION OF APPOINTMENT**

- a. The shortlisted candidates shall be called for an interview along with the requisite documents.
- b. The engagement of a consultant will be purely on Contract basis.

- c. The Consultant so engaged shall enter into an agreement in the prescribed Performa duly signed by the Consultant.
- d. The Consultant so engaged shall be put to consistent evaluation and their performance on day-to-day basis will be monitored.
- e. Consultant shall be eligible for 08 days leave in a year on pro-rata basis. Therefore, a consultant shall not draw any remuneration in case his/her absence beyond 8 days in a year. Also unavailed leave in a calendar year cannot be carried forward to next calendar year.
- f. The NDMCSCL would be free to terminate the services in case of unauthorized absence by more than 15 days beyond the entitled leave in a calendar year.
- g. The Consultant shall continue to draw pension and dearness relief on pension, if any during the period of their engagement as Consultant. Their engagement as Consultant shall not be considered as a case of re-employment.
- h. The Consultant can discontinue his services by giving one week's notice. The consultant shall not exercise any statutory, legal or financial power.
- i. The Consultant is not being entitled for any kind of allowances and residential accommodation. They will also not be entitled to Telephone facilities, staff car and residential accommodation.
- j. No TA/DA shall be admissible for joining.
- k. Tax deduction, income tax or any other tax liable to be deducted as per the prevailing rules will be deducted at source before affecting the payment for which the department will issue TDS certificate. The service tax if applicable shall be payable at the prevalent rates.

1. Selected candidate, have to submit all the original document, affidavit and undertaking at the time of joining.

*Note: The application received within the prescribed time shall only be considered and screened by the screening of NDMCSCL.*

  
**General Manager (Admin.)**  
**NDMCSCL**