

(Notice for DDA's website)

DELHI DEVELOPMENT AUTHORITY
PERSONNEL BRANCH-I
B-311, Vikas Sadan, INA, New Delhi-110023

Notice for engagement of 01 Consultant for Urban Development Fund (UDF) at the level of Retired Executive Engineer (Civil)

DDA invites applications on the prescribed format for engagement of **01 Consultant** at the level of Retired Executive Engineer (Civil) in **Level-11 in the pay matrix as per 7th CPC [equivalent to Pay Band – 3 and Grade Pay of Rs. 6600/- as per 6th CPC]** on contract basis, initially for a period of one year which can further be extended after taking into account the performance of Consultant and requirement of DDA.

Individuals retired from the State/Central Government/Autonomous bodies/PSUs and local bodies having minimum experience of 03 years on the post of EE(Civil) regarding Terms of Reference(TOR) for Consultant, as uploaded on the DDA's website' may apply by e-mail only at personnelbranch1@dda.org.in latest by 5.00 p.m. on **09.12.2019** in the prescribed format. The upper age limit of applicant should not exceed 64 years as on **09.12.2019**. No queries in this regard, either by e-mail or phone, shall be entertained.

The terms of reference and other conditions are as under:-

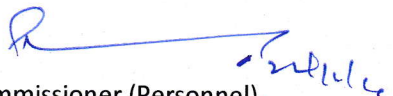
1. Consolidated remuneration & terms and conditions of the contractual employees shall be as per F&E Circular No. 23/2018 dated 05.12.2018.
2. The appointee shall not be deployed or associated in any manner on sensitive seat/jobs financial transactions, tenders etc.
3. The period of the contractual appointment shall not be counted as Government service for the purposes of pension or any other retirement benefits.
4. The contractual appointment may be terminated at any time by the concerned Department for unsatisfactory performance on notice of ten days and in the case of any misconduct including, but not limited to, misappropriation, negligence or causing loss to Government, without any prior notice.
5. General instructions regarding terms & conditions for contractual appointment as issued from time to time, will be applicable and binding on the officers/consultants.

6. In case any such appointee desired to resign, he may do so by giving a notice of 15 days in writing to the HoD concerned. After expiry of the notice period, the appointee may be relieved after handing over full charge of records to the relieving officers as decided by the concerned Department.
7. The terms and conditions are subject to codal provisions and memoranda and resolutions issued by the DDA from time to time.
8. The appointee will furnish an undertaking (Annexure-II) at the time of joining the duty in regards to the truth and correctness of the information furnished by him/her and also declaration of fidelity and secrecy, as per Annexure-III.
9. Requisite details regarding eligibility is as under:

Sl. No	Name of Post	No. of Vacancy	Qualification required	Post held at the time of retirement from State/Central Govt./Autonomous Bodies,/PSUs and Local Bodies	Terms of Reference (TOR)
1.	Consultant	01	Degree in Civil Engineering	Executive Engineer in Level-11 in the pay matrix as per 7 th CPC (equivalent to Pay Band-3 with Grade Pay of Rs. 6600/- as per 6 th CPC).	<p>1. Applicant should have minimum experience of 03 years on the post of EE(Civil) regarding:-</p> <p>(i) Technical appraisal of detailed project reports (both small and mega projects) for financial assistance out of large funds of Ministry of Urban Development (MoUD), GOI as per approved policy (ies). The appraisal includes Project Objectives, benefits, schedule, detailed cost estimate, funding pattern and nature of assistance etc.</p> <p>(ii) Inter and intra departmental co-ordination between various departments like Delhi Development Authority (DDA), Public Works Department (PWD), GNCTD, Delhi Urban Art Commission (DUAC), Central Public Works Department (CPWD), Delhi Urban Slum Improvement Board (DUSIB), Delhi Metro Rail Corporation (DMRC) and Municipal Corporation of Delhi (MCDs) etc. for settlement of discrepancies/shortcomings in approval of projects from Project Sanctioning Committee, MoHUA.</p> <p>(iii) Complete Assessment of Projects including:-</p> <ul style="list-style-type: none"> * The project meets the present and future requirements of the area/population it aims to serve; * The Technical parameters are sound, realistic, technically feasible and meet the various required/recommended standard guidelines; * The cost estimates are reasonable and as

					<p>per the PWD/CPWD common schedules of rates or any other such schedule of rates specified by various Government Organizations or Regulatory Authorities;</p> <p>* The project is economically viable;</p> <p>* The required funding from all sources, besides UDF, has been tied up and the funding agencies have committed to such funding;</p> <p>* The Implementing Agency has the organizational capacity to execute the project as per the proposed implementation schedule and technical specification;</p> <p>* Any adverse environmental and social impact have been taken care of to minimize the same through mitigation measures and compliance with extent laws and rules in this regard; and</p> <p>* The Implementing Agency has organized and / or accounted for the staff and other resources for project implementation and its operation and maintenance.</p> <p>(iv) Other activities of technical management process relating to huge fund management and administration including watch over physically progress and completion of projects as per the conditions of assistance and utilization of funds so sanctioned.</p>
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Encl: Application Form


 Commissioner (Personnel)

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1. Name of Candidate: _____
(in block letters)
2. Father's/Husband's Name: _____
(in block letters)
3. Post applied for: _____
4. Designation at the time of superannuation & date of retirement

5. Pay Scale/Pay Band & GP drawn at the time of Retirement _____
6. Name of the parent department: _____
7. Gender (Male/Female): _____
8. Date of Birth (DD/MM/YY) and age on last date of receipt of Application: _____
9. Address for communication _____

10. Email ID: _____
11. Contact No. [a] Landline _____ [b] Mobile No. _____
12. Educational/Professional/Technical qualification (starting from class 10th onwards)

Photo

Signatures

Educational qualification	Discipline/ Specialization/ subject	Board/ University	Year of Passing	During of Course	Percentage of Marks	Remarks

13. Experience

Employer's name & address (also indicate whether Central Govt./State Govt./PSU/Autonomous body.	Designation	From	To	Brief description of duties.

(Experience should be spelt out in terms of competency and should be objectively defined so as to avoid/minimize opportunities of interpretation and subjective judgement)

14. APARs grading for the five years preceding the date of retirement:

1 st Year	2 nd Year	3 rd Year	4 th Year	5 th Year

15. Vigilance Clearance Report at the time of retirement, if available : _____
16. Whether the Pension is provisional and if so, the reasons thereof: _____
17. Attach the copy of PPO

Declaration to be signed by the candidate

I hereby certify that above particulars mentioned in the application are correct and true to the best of my knowledge and belief and nothing material fact/information has been suppressed or concealed therefrom. If particulars mentioned by me are found false or incorrect at any stage, then my services shall be liable to be terminated without any notice and further action as deemed fit may also be taken against me.

Signature of applicant

Place:

Date:

Note: Please submit your application duly typed in pdf or JPEG format only and do not attach any other documents with email as the same will be entertained only at the time of interaction, if called.