

## **Engagement of a Tunneling and Bridge expert as Consultant on Retainership Contract basis**

F. No. – NHIDCL/HQ/Tunnelling and bridge expert/2015-16

Dated: 03.06.2015

The National Highways and Infrastructure Development Corporation (NHIDCL) is a fully owned company of the Ministry of Road Transport & Highways, Government of India. The company promotes, surveys, establishes, designs, builds, operates, maintains and upgrades National Highways and Strategic Roads including interconnecting roads in the North Eastern region and parts of the country which share international boundaries with neighboring countries.

2. The National Highways & Infrastructure Development Corporation Limited (NHIDCL) invites application from interested and eligible experienced candidates for engagement as a Tunneling and Bridge Expert Consultant on retainership Contract basis.

3. The eligibility criteria:-

- i. Graduate in Civil Engineering.
- ii. Proven work experience of minimum 15 years in Tunnel and Bridge designing and construction, including execution/ supervision of Tunnelling and Bridge work.
- iii. A minimum of 20 years of total professional experience preferably in multiple countries.

4. The incumbent will be responsible, inter alia, for regular monitoring of the Tunnel and Bridge project(s) or any other work being implemented by NHIDCL, to monitor and implement safety norms and ensure on time completion of project(s), having complete compliance with all the terms & conditions of agreement(s) / contracts and submission of periodical progress report(s) with suggestive remedial measures to NHIDCL.

5. The selected incumbent will be entitled for a consolidated monthly retainership fee ranging between **Rs. 1,00,000/- to 2,00,000/- (all inclusive)**. The retainership fee will be payable at the end of each calendar month, upon receiving the invoice from the Consultant and submission of satisfactory performance report by the Competent Authority in NHIDCL.

6. The Consultant will also be entitled for TA/DA as applicable to the Executive Directors of NHIDCL for the visit(s) to the site(s) and NHIDCL headquarter in Delhi for monitoring, evaluations and discussions, for which prior approval of the Competent Authority of NHIDCL shall be required.

7. Upon selection, the initial contract of the Consultant shall be for one year, extendable by two years at the discretion of the Competent Authority with increase in consultancy fee @ 5 percent every year. The contract between the Consultant and NHIDCL can be terminated by either party by giving a notice of one month.

8. The last date and time for receipt of applications in the prescribed performa enclosed as Annexure - A along with self attested documents in support of educational qualifications and experience is **26.06.2015** up to 5.00 pm. The applications received late shall not be entertained on any account. The applications should be sent in an envelope super -scribing Application for '**Engagement of a Tunneling and Bridge expert as Consultant on Retainership Contract basis**' either in person or by post to:

The Director (A&F)  
National Highways and Infrastructure Development Corporation  
(NHIDCL)  
3<sup>rd</sup> Floor, PTI Building,  
4 Parliament Street,  
New Delhi-110001

**9. The applications received through e-mail or fax shall be summarily rejected.**

10. For any clarification contact :

The Director (A&F)  
National Highways and Infrastructure Development Corporation  
(NHIDCL)  
Telefax : 23711101, E-mail: info@nhidcl.com  
Website: [www.nhidcl.com](http://www.nhidcl.com)

11. NHIDCL reserves the right to shortlist the applications received for the post, in case the number of applicants exceeds five times the number of vacancies. Only the shortlisted candidates shall be called for interview and no communication in this regard shall be entertained.

12. The Advertisement/ Selection process can be withdrawn at any time at the discretion of the Competent Authority in NHIDCL without assigning any reasons thereof.

**Application for Engagement of a Tunneling and Bridge Expert as  
Consultant on Retainership Contract basis**

1. Name of the Candidate (in **BLOCK** letters):
2. Gender
3. Father's/ Husband's name :
4. Date of Birth [dd/mm/yyyy] :
5. Age  
(as on last date of submission of Application) :
6. Permanent Address (with Pin Code) :
7. Address for Correspondence (with Pin Code):
8. Contact Details:
  - i. E-mail address :
  - ii. Phone numbers (Office& Residence) :
  - iii. Mobile Number :
  - iv. Fax Number, if any :
9. Gender :

Affix your  
recent  
photograph

10. Details of Educational Qualification from Matriculation onwards (Enclose a separate sheet, duly authenticated by your signatures, if the space below is insufficient). Enclose self attested documents in support of educational qualifications:

		I	II	III	IV	V	VI
i.	Examination Passed						
ii.	Year of Passing						
iii.	Name of the College/ Institution						
iv.	University/ Board						
v.	Major Subject(s)						
vi.	% of Marks (Division)						
vii.	Remarks						

10. Details of Experience in chronological order (enclose a separate sheet, duly authenticated by your signatures, if the space below is insufficient). Enclose self attested documents in support of experience.

			I	II	III	IV	V
i.	Name of the Organisation						
ii.	Post Held						
iii.	Whether on regular or ad-hoc or deputation or contract basis.						
iv.	Period of Tenure with dates (in dd/mm/yyyy)	From					
		To					
v.	Brief description of duties						

vi.	Scale of pay and current basic pay (if applicable)					
vii.	Details of relevant experience (with dates in dd/mm/yyyy)					
viii	Remarks					

11. Whether educational qualifications and experience required for the post are met (in case any qualification has been treated as equivalent to the one prescribed in the advertisement, state the authority for the same).

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12. Details of present Employment (if any)

- i. Name of the Organization :
- ii. Designation held :
- iii. Period of employment :
- iv. Nature of job :
- v. Reference person :

13. Additional information, if any, which you may like to mention in support of your suitability for the post (this among other things may provide information with regard to) :Additional Academic qualifications, Professional Training, work experience over and above prescribed in the vacancy advertisement (enclose a separate sheet, duly authenticated by your signatures, if the space is insufficient).

14. Languages known (Read, Write, Speak and Understand)

Language	Read	Write	Speak	Understand
i				
ii				
iii				
iv.				

## **15. DECLARATION**

I have carefully gone through the vacancy advertisement and I am well aware that this application duly supported by the documents submitted by me may be assessed by the Selection Committee for the said consultancy assignment.

I hereby solemnly declare and undertake that all information furnished by me in this application is true, correct and complete to the best of my knowledge and belief. I undertake that, if at any stage of selection or even after selection, any of the information furnished by me is found to be false, incorrect or misleading, then my candidature/ appointment/ services will stand cancelled/ terminated without assigning any reasons.

Signature of the Applicant

Date:.....

Place: .....

**Conditions:**

- i. Applications not submitted strictly in the prescribed format along with attested copies of educational and experience certificates or incomplete in any respect shall be liable for summary rejection.
- ii. If a large number of applications are received, only those candidates who are short listed on the basis of qualification, experience in the relevant field shall be considered for selection/ called for interview.
- iii. Period of Contract shall be initially for one year, extendable by two years at the discretion of the Competent Authority with increase in consultancy fee @ 5 percent every year. The contract between the Consultant and NHIDCL can be terminated by either party by giving a notice of one month under normal circumstances and by NHIDCL at any time with notice of seven days for Consultant's services being unsatisfactory.
- iv. The crucial date for determination of eligibility shall be the last date prescribed for the receipt of applications.
- v. The age of the applicant must not exceed 70 year calculated on the last date of the receipt of applications.
- vi. The selected incumbent will be entitled for a consolidated monthly retainership fee ranging between Rs. 1,00,000/- to 2,00,000/- (all inclusive). The retainership fee will be payable at the end of each calendar month, upon receiving the invoice from the Consultant and submission of satisfactory performance report by the Competent Authority in NHIDCL.
- vii. The TDS (Tax Deduction at Source) will be recovered by NHIDCL as per the Income Tax Act 1961, for which Consultant will provide a copy of the PAN card.
- viii. The Consultant will also be entitled for TA/DA as applicable to the Executive Directors of NHIDCL for the visit(s) to the site(s) and NHIDCL headquarter in Delhi for monitoring, evaluations and discussions, for which prior approval of the Competent Authority of NHIDCL shall be required.



- ix. This advertisement can be withdrawn at any time at the discretion of the Competent Authority in NHIDCL without assigning any reasons there for.
- x. Any corrigendum or addendum to this advertisement shall be published only on the website [www.nhidcl.com](http://www.nhidcl.com). Therefore, the candidates are advised to check this website regularly.
- xi. The Consultant shall not be entitled for any other benefit/facilities except remuneration and TA/DA as stated above.
- xii. The Consultant shall be obligated to carry out various assignments as per schedule prescribed by the Competent Authority in NHIDCL. The total working days in a month shall not exceed the no. of working days as per the Government of India calendar for the month. The Consultant shall have to work as per the working hours prescribed by NHIDCL.
- xiii. Any unauthorized / willful absence from the assignment shall be viewed seriously and it shall be presumed that the Consultant is no longer interested in working as Consultant and accordingly necessary process for termination of his contract shall be affected after giving an opportunity to the Consultant to explain his position.
- xiv. The Consultant will enter into an agreement with NHIDCL as per the proforma prescribed by NHIDCL.
- xv. The Consultant shall have to take an oath of allegiance as per proforma prescribed by NHIDCL.
- xvi. The Consultant shall not exercise any statutory, legal or financial power on behalf of NHIDCL. The Consultant shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of the NHIDCL.
- xvii. Without the express written consent of the NHIDCL, the Consultant shall not utilize, publish, disclose, or part with any information collected for the NHIDCL and the Consultant shall be duty bound to hand over the entire records of the assignment to the NHIDCL before the expiry of the contract.

- xviii. The Consultant will keep all information obtained from the NHIDCL, in whatever form, as strictly confidential and shall not disclose it to third parties, other than the persons directly without prior written consent of the NHIDCL.
- xix. Where the engagement requires the Consultant to deliver reports to the NHIDCL, the copyright in such Deliverables will belong to the NHIDCL on completion of the engagement.
- xx. The Consultant shall not have any conflict of interest with NHIDCL.
- xxi. The NHIDCL shall be the final authority for interpretation of these Regulations.