

DELHI DEVELOPMENT AUTHORITY
VIKAS SADAN, I.N.A., NEW DELHI-110023.

(Website <http://www.dda.org.in>)

Advertisement No.

NOTICE

ENGAGEMENT OF RETIRED GOVT. OFFICERS AS CONSULTANTS ON CONTRACTUAL BASIS

Delhi Development Authority proposes to engage 24 Numbers of Retired Officials from Central/State Government/Central Autonomous Bodies as Consultant (Civil) in Engineering / Planning/ Horticulture/ Sports and Vigilance Wing at the level of Asstt. Engineer (Civil) on contractual basis initially for a period of one year extendable further depending upon the requirement of DDA and performance of the candidates. These consultants will be engaged in above said Deptt. as per their experience of working in respective fields.

Out of 24, 05 number of posts of consultant shall be filled on or after 01.01.2022.

Complete notification containing essential qualification, experience upper age limit and remuneration etc. along with format of application is available on website of DDA i.e. www.dda.org.in. The desirous eligible retired officer are required to send their applications to **Dy. Director (P)-I, DDA Room No. B-311, 3rd floor, Vikas Sadan, I.N.A. New Delhi-110023** or through E.mail at personnalbranch1@dda.org.in latest by 15.11.2021.

No correspondence by Phone or otherwise in this regard, shall be entertained.

The number of posts of Consultants can be increased/ decreased as per requirement without further notice.


• 7/10/21
Commissioner (Personnel)

DELHI DEVELOPMENT AUTHORITY
VIKAS SADAN, I.N.A., NEW DELHI-110023.

(Website <http://www.dda.org.in>)

Advertisement No.

DDA invites applications for engagement of Retired Officials from Central/State Government/Central Autonomous Bodies as Consultant (Civil) at the level of Asstt. Engineer (Civil) on contractual basis initially for a period of one year, extendable further depending upon the requirement of DDA and performance of the candidate. The details of Nos. of posts are as under:

Sl. No	User department of DDA	Category of consultant	No. of Consultants Required (Tentative)	Qualification and Experience	Experience as AE (Civil) in the relevant field	Upper age Limit as on 31.10.2021	Grade Pay at the time of Retirement.
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1.	Horticulture/ Sports/ Engineering/ Vigilance Wing	Assistant Engineer (Civil)	23	Diploma / Degree in Civil Engineering	3 Years	63 Years	Rs. 4600/- (7 th CPC)
2.	Planning Wing	Assistant Engineer (Civil)	01	Diploma / Degree in Civil Engineering	5 Years	63 Years	Rs. 4600/- (7 th CPC)

The remuneration/fee will be as under:-

S.No	Grade Pay last drawn	Remuneration/fee payable per month
1	Rs. 4600/-	Rs. 32500 to 35000/- Lower End- 32500/- Mid Value- 33750/- Upper End- 35000/-

The consultants appointed will be given Transport allowance, mobile phone facilities and holidays according to P & C (P) circular No. 23 dated 05.12.2018 (Terms & Condition No. 7 (c)) and F & E Circular No. 14/2013 dated 25.7.2013 as amended from time to time.

Instructions for candidates:

The candidate shall send his/her application in the prescribed format by E-mail/by speed post/by hand, addressed to **Dy. Director (P)-I, Vikas Sadan, I.N.A, New Delhi-110023** so as to reach this office **latest by 15.11.2021**. The envelope containing application must bear in Bold Letters "**Application for engagement of Consultant as AE (Civil)**" and also mention the Deptt. for which he is applying. The candidates are requested to attach self-attested copies of their Academic/Professional qualification, Experience, last pay certificate, retirement notification and grading in the ACR/APAR for the last five years preceding their retirement. The grading should have been at least "**very good**". The candidate other than those of DDA are required to submit an undertaking on non-judicial Stamp paper of Rs. 10/- duly attested by the Notary public to the effect that no Vigilance case or departmental proceeding or criminal prosecution is contemplated or pending at the time of his/her retirement. If ACR/APAR grading is not available readily with the applicant, the same can be submitted at a later date, but before his/her engagement of Consultant as AE (Civil).

Sending application does not necessarily mean that the applicant shall be engaged as Consultant (Civil). Only those candidates will be engaged who are found suitable as per the criteria devised by the DDA keeping in view the requirement of the work to be carried out. In this regard, no communication either by email or phone, etc. shall be entertained. **Five posts out of the above will be filled on or after 01.01.2022.** The number of posts of Consultants can be increased/ decreased as per requirement without further notice.

Auth.
09/10/21

1. Desirable experience for consultant at the level of AE (Civil) in Planning Deptt.

- a. Collection of information from various departments of GNCTD, Local bodies and other agencies required for the work of preparation of Master Plan of Delhi 2041.
- b. Coordination with NIUA for organizing meetings/discussions regarding work pertaining to preparation of Master Plan of Delhi-2041.
- c. Work related to Site Visits and Feasibility reports required for the preparation/modification of Layout Plans of Rohini and Dwarka Project.
- d. Coordination with Govt. of NCT of Delhi and Local Bodies regarding collection of Data/Information of Unauthorised colonies required for preparation of Layout plans which are to be prepared by DDA as per the Gazette notification issued by Ministry of Housing and Urban Affairs regarding authorization of unauthorized colonies.

2. Desirable experience for consultant at the level of AE(Civil) for Horticulture/Sports/Engineering / Vigilance Department

- a. Experience of preparing NIT on EPC mode.
- b. Experience of preparing of RFP for specialized works like Smart City, Land Pooling etc.
- c. Experience of preparing NIT of Maintenance, Construction works.
- d. Experience of developing E-Measurement Book Software in association with System wing & imparting training of E Measurement.
- e. Experience of handling & Monitoring of Grievances Portal such as CPGRAM, LG Listening, PGM5, RNR, etc. at HOD office Level.
- f. Preparation of NITS/RFP documents on various mode for specialized works of Sports Wing like Golf Course, Football Stadium and Sports complexes, Swimming Pools etc. on EPC/PPP/BOT Modes.

NOTE:

1. Please do not enclose any other document(s) other than scanned copy of PPO while sending the scanned copy of the application from at the above mentioned email ID. The applicant is required to produce the original/supporting documents at the time of interaction, if called.
2. Sending application through mail does not necessarily mean that the applicant shall be called for interaction. Only those candidates will be called for interaction who are found suitable as per the criteria devised by the DDA, keeping in view the requirement of the work to be carried out. No communication in this regard, either by e-mail or phone etc., shall be entertained.
3. The date, time and venue of the interaction will be intimated at a later date. —
4. No TA/DA will be paid for attending the interview.


Commissioner (Personnel)
Delhi Development Authority

DELHI DEVELOPMENT AUTHORITY

FORMAT OF APPLICATION FOR ENGAGEMENT OF CONSULTANT(Civil) AT THE LEVEL OF AE (Civil)

1. Name of Candidate(in BLOCK letters):

2. Father's/Husband's Name(in BLOCK letters):

3. Date of Retirement:

4. Designation at the time of Retirement:

5. Post applied for: (please tick)

a) Horticulture b) Sports c) Planning d) Engineering/Vigilance.

6. Pay Scale/Pay Band & GP drawn at the time of Retirement

7. Name of the parent department:

8. Gender (Male/Female):

9. Date of Birth (DD/MM/YY):

10. Address for communication

11. Email ID:

12. Contact No. [a] Landline [b] Mobile No.

Photo

Signature

13.Educational/Professional/Technical qualification (starting from class 10th onwards)

Educational qualification	Discipline/ Specialization/ Subject	Board/ University	Year of Passing	Duration of Course	Percentage of Marks	Remarks

14. Experience

Employer's name & address (also indicate whether Central Govt./ State Govt./ PSU/ Autonomous body	Designation	Pay Scale/Pay Band & GP	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)

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

Year					
Grading					

16. Vigilance Clearance Report at the time of retirement, if available:

17. Whether the Pension is provisional and if so, the reasons thereof: _____

18. 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 in PDF/JPEG format only and do not attach any other document, except for scanned copy of PPO, with email as the same will be entertained only at the time of interaction, if called.