

**NATIONAL CAPITAL REGION PLANNING BOARD
CORE-4B, 1ST FLOOR, INDIA HABITAT CENTRE
LODHI ROAD, NEW DELHI-110003.**

File No. A-12034/8/2020 (9099120)

Dated: 05.03.2022

NOTICE

Engagement of Consultant - I (GIS) in the National Capital Region Planning Board (NCRPB) on Contract Basis - Terms of Reference.

The National Capital Region Planning Board, a statutory body under the Administrative control of Ministry of Housing & Urban Affairs intends to engage a **Consultant - I (GIS)** on **full time daily basis** on the following terms of reference:

A. Job Description

To work on Geo-Portal of NCR and GIS related work of delineation of NCR and Regional Plan-2041 and any other work assigned by CRP/Director (A&F)/Member Secretary.

B. Eligibility Criteria, Experience and Age etc.

- i. **Name of the post** - Consultant-I (GIS)
- ii. **No. of Post** - 01 (One)
- iii. **Essential Qualification (s) and Experience:**

Graduate Civil Engineer or Architect with PG Diploma in GIS and Remote Sensing from a recognised university or institute.

Experience:

- a) At least 2 years of experience in IT industry (GIS domain/platform). Hands on working experience in software packages of ESRI (ArcGIS) is also a must.
- b) Hands-on experience on AutoCAD Map and open source technologies like OGIS etc.
- c) Should have worked for at least one complete GIS Project cycle.

Desirable Qualification:

- a) Should have ability to work single handedly on a project.
- b) Experience/Employment in Govt. sector would be an added advantage.
- c) Experience of working with NIC and/or NRSC would also be an added advantage.

iv. Age Limit : upto 45 years,.

C. Remuneration :

Consolidated remuneration of ₹ 45,000/- (₹ Forty Five Thousand only) per month plus ₹ 1,500/- (Rupees Fifteen Hundred only) towards local conveyance allowance.

D. Other conditions:

- i) Applicant shortlisted/called for the interview must bring along a copy of detailed CV, alongwith self-attested copies of educational and professional qualifications and originals that need to be shown for verification.
- ii) The selection shall be made on the basis of an interview by a Selection Committee to be formed by this Board.
- iii) Evaluation will be done based on Qualification, Experience (based on the documents submitted) and the interview.
- iv) Appointment of Consultant-I (GIS) will be on full time basis. He/she will be required to attend the office of NCRPB on daily basis as per office hours.
- v) No TA/DA shall be admissible for joining the assignment or on its completion. However, in case the Consultant-I (GIS) is required to go on tour for travel inside the country in connection with the official work he/she will be entitled for **TA/DA** with the prior sanction of the Competent Authority of the Board. The entitlement of TA/DA in such cases would be at following rates:
 - TA – Reimbursement of second AC Train Fare.
 - DA – Reimbursement of hotel accommodation of upto ₹ 500/- per day. Reimbursement of travel charges upto ₹ 100/- per diem for travel within the city and reimbursement of food bills not exceeding ₹ 150/- per day.
- vi) The Consultant-I (GIS) will be eligible for **eight days leave** in a calendar year on pro-rata basis. Therefore, shall not draw any remuneration in case of his/her absence beyond eight days in a year (calculated on a pro-rata basis).

- vii) The Appointment of Consultant-I (GIS) will be initially for a period of six months and can be further extended at the discretion of the Competent Authority of the Board upto a maximum period of five years.
- viii) The Board reserves the right to terminate the service of the Consultant-I (GIS) at any time during the period of contract by giving one month's notice in writing in case his/her services are not found satisfactory. In case a Consultant-I (GIS) desires to leave the assignment, he/she is required to give one months' notice, which can be curtailed by the Competent Authority.
- ix) NCRPB will not entertain any claim for regular appointment of the post at any point of time, if any vacancy is revived/created in future in the Board.
- x) The detailed terms & conditions shall be provided at the time of appointment.

E. Those having the required qualifications and experience may apply in the prescribed proforma (attached) duly completed in all respect and signed by the candidate with self-attested copies of testimonials etc. within 15 days from publication of advertisement in the Newspapers or 21.03.2022, whichever is earlier to **Director (A&F), National Capital Region Planning Board, Core 4B, First Floor, India Habitat Centre, Lodhi Road, New Delhi-110003** or through email on email id **consult-estt@ncrpb.nic.in**.

(Rajesh Kapoor)
IC DD (Admn.)/Consultant

Attached: Application Proforma

PROFORMA

Application format for appointment as Consultant-I (GIS)

Passport size
photo

1.	Name in full (in block letters)	
2.	Father's name	
3.	Date of Birth	
4.	Domicile	
5.	Nationality	
6.	Mailing Address	
7.	Permanent Address	
8.	Telephone / Mobile No.	
9.	E-mail address	

10. Educational Qualification (from Graduation onwards)

S.No.	Course	University/Institute	Year of Passing	Division/Class

11. Work Experience

S.No.	Organisation/Institute	Period		Nature of Work	Total Experience	Remarks
		From	To			

12. Whether SC/ST/OBC

13. Additional relevant information, if any, in support of your suitability for the said engagement. Attach a separate sheet, if necessary.

14. Reference

- (i)
- (ii)

(Signature)

Date:

Place: