



NATIONAL CAPITAL REGION PLANNING BOARD

(A Statutory Body under Ministry of Housing & Urban Affairs, Govt. of India)
1st Floor, Core-4B, India Habitat Centre, Lodhi Road, New Delhi-110003

Engagement of Consultants

Applications are invited from eligible Indian nationals for engagement of 4 Nos. Consultant-II (Functional Plan) in connection with the works relating to preparation, coordination, finalization and monitoring of Functional Plans as per Regional Plan-2041 for National Capital Region for various sectors viz. Transport, Economic Corridors/Nodes, MSMEs, Dairy, Tourism, Water, Drainage, Sanitation, Housing, Urban Regeneration and/or Rejuvenation, Slum Redevelopment and Planned Habitat and Housing Development for Low Income Households, Health, Education and Skill Development, Smart-Digital etc. and other planning related works, on consolidated monthly fee.

Details are available on Board's website <http://ncrpb.nic.in>.

Last date for receipt of applications is 21 days from the date of publication of advertisement in the newspaper.

Sd/-
Member Secretary

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

File No. : Y-11011/7/2022 (9133031)

Dated: 11.06.2022

NOTICE

Engagement of Consultants-II (Functional Plan) in the National Capital Region Planning Board (NCRPB) on Contract Basis - Terms of Reference (ToR).

The National Capital Region Planning Board, a statutory body under the Administrative control of Ministry of Housing & Urban Affairs intends to engage Consultants for preparation, coordination, finalization and monitoring of Functional Plans as per Regional Plan-2041 on full time daily basis on the following Terms of Reference:-

A. Job Description

Area of Work:

Transport; Economic Corridors/Nodes, MSMEs; Dairy; Tourism; Water, Drainage, Sanitation; Housing; Urban Regeneration and/or Rejuvenation, Slum Redevelopment and Planned Habitat and Housing Development for Low Income Households; Health; Education and Skill Development, Smart-Digital etc. and any other work assigned by Chief Regional Planner/Director (A&F)/Member Secretary.

B. Eligibility Criteria, Experience and Age etc.:

- i. **Name of the post**– Consultant-II (Functional Plan)
- ii. **Nos. of Post** – 04 (Four)
- iii. **Essential Qualification (s) and Experience:**

Post Graduate Degree in Urban/City/Town/Regional/Transport/Infrastructure/Housing Planning from eminent Central or State University or Institutes.

Experience:

- a) The candidate should have requisite experience of not less than **05** years in the field of plan preparation, and coordination, finalization and monitoring of plans;

- b) Experience in Govt. sector will be preferred.
- c) Should have Hands-on experience/working knowledge of CAD, Photoshop, Adobe InDesign, Adobe Illustrator and other such software.

Desirable Qualification:

- d) GIS qualification and knowledge of GIS will be an added advantage.
- iv. **Age Limit:** upto 40 years.

C. Remuneration:

Consolidated monthly remuneration of Rs. 55,000/- (Rs. Fifty Five Thousand only) per month plus Rs. 3,000/- (Rupees Three Thousand only) towards local conveyance allowance. This remuneration is based on the procedure and guidelines for engagement of Consultants issued by Ministry of Housing & Urban Affairs (MoHUA) vide letter A-12034/16/2012-Adm.I dated 20.12.2017. Any subsequent revision in remuneration in above order would be applicable to these consultants also.

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 Consultants-II (Functional Plan) 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 Consultants-II (Functional Plan) are 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.

- TA – Reimbursement of second AC Train Fare/Air Fare (Economy class).
 - DA – Reimbursement of hotel accommodation of upto Rs.1500/- per day. Reimbursement of travel charges upto Rs.150/- per diem for travel within the city and reimbursement of food bills not exceeding Rs. 200/- per day.
 - This TA/DA is based on the procedure and guidelines for engagement of Consultants issued by Ministry of Housing & Urban Affairs (MoHUA) vide letter A-12034/16/2012-Adm.I dated 20.12.2017. Any subsequent revision in TA/DA in above order would be applicable to these Consultants also.
- vi) The Consultants-II (Functional Plan) 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 Consultants-II (Functional Plan) will be initially for a period of one year 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 Consultants-II (Functional Plan) 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 Consultants-II (Functional Plan) desires to leave the assignment, he/she is required to give one month's 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.
 - xi) Applications not received in the prescribed format or after due date will be summarily rejected without assigning any reason.

- E. Those having the required qualifications and experience may apply in the prescribed proforma duly typed/neatly handwritten and duly completed in all respect and signed by the candidate with self-attested copies of testimonials etc. within 21 days from publication of advertisement in the Newspapers or 01.07.2022, 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-estt2@ncrpb.nic.in**.

Sd/-
(IC DD (Admn.)/Consultant)

Attached: Application Proforma

PROFORMA
Application format for appointment as Consultant-II (Functional Plan)

Passport size
photo

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

9. Educational Qualification (from Graduation onwards)

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

10. Work Experience

S.No.	Organisation/ Institute	Period		Nature of Work	Total Experi ence	Remark s
		From	To			

11. Whether SC/ST/OBC

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

13. Reference

- (i)
- (ii)

(Signature)

Date:

Place: