



NESTS/Civil/ManPower/239/2021-22 (22859)

Dated: 18th July 2024

Subject: - Engagement of Retired government employee on contract basis as Chief Technical Consultant as a Team Leader in the NESTS, Ministry of Tribal Affairs-reg.

National Education Society for Tribal Students (NESTS), an autonomous organization under Ministry of Tribal Affairs, Government of India, invites applications from Engineering/Construction division of Central Government/State Government/Central & State PSUs for engagement as Chief Technical Consultant as a Team Leader in NESTS as under:

Sl. No.	Designation	Post	Criterion			Post/Rank held at the time of retirement
			AGE (Upper Limit)	Minimum Experience	Educational Qualification	
1	Chief Technical Consultant as a Team Leader	01 (One)	62 Years	20 years	B.E/ B. Tech or equivalent in Civil Engineering from a recognized Institution/ University	Chief Engineer (Civil) or equivalent post

2. The details including eligibility criteria, terms of reference etc. of the above engagement are also available on the website i.e. <https://emrs.tribal.gov.in/>.

3. Interested candidates, who fulfil the eligibility criteria, may submit their application in the prescribed proforma (*Annexure I*) in sealed cover super-scribed "Application for engagement as Chief Technical Consultant as a Team Leader" which should reach this office latest by 18/08/2024 at the following address.

Joint Commissioner (NESTS),
Gate No. 3A, Jeevan Tara Building,
Parliament Street, New Delhi-110001

4. The terms & conditions of the contract are enclosed at *Annexure II*.

APPLICATION FORM

Post Applied for: - _____

Photograph to be attached here

1	Name in full (Block letters)						
2	Educational Qualifications						
3	Date of Birth						
4	As on 01.08.2024 in years & months						
5	Post/Rank held at the time of retirement (substantive grade)						
6	Date of superannuation from Govt. service						
7	AADHAR No (Enclose Photo Copy)						
8	PAN No (Enclose Photo Copy)						
9	PPO No (Enclose Photo Copy)						
10	Complete residential address						
11	Mobile Number						
12	E-mail I.D.						
13	Post/Rank held at the time of retirement (substantive grade)						
14	Last Office's address (at the time of retirement)						
15	Brief particulars of experience in Govt. service during last five years, just before retirement*	Post Held & Pay Level	From	To	Area of Experience*	Last Pay Drawn and Basic Pension	Whether covered under NPS or OPS
16	Additional relevant information, if any, in support of your suitability for the said engagement, attach a separate sheet, if necessary.						

* As regard Particulars/ Area of Experience, if required, separate sheets may be attached.

I hereby declare that the particulars furnished above in the pro forma are true and correct to the best of my knowledge and belief. In case of any discrepancy of information, the candidature of the undersigned be cancelled even after selection or joining to the post. I further declare that I was clear from vigilance angle at the time of my retirement. I have read Annexure II and ready to accept all the term & conditions for engagement of consultants.

(Signature of the Candidate)

Name:

Place:

Date:

TERMS & CONDITIONS OF ENGAGEMENT: -

1. **Period of Engagement-** The engagement of selected candidate/s shall be for an initial period of three years with the provision of renewal of their contract on year-to-year basis, subject to their satisfactory annual performance appraisal report.
2. **Place of Posting-** NESTS HQ, New Delhi. However, selected candidate shall be liable to undertake field visits related to EMRS works, as & when required, anywhere in India.
3. **Duties & responsibilities: -**

Sl. No.	Designation	Duties & Responsibilities
1.	Chief Technical Consultant as a Team Leader	<ol style="list-style-type: none"> 1. Conceptualisation of the processes involved in the construction of EMRS & Centre of Excellence for Sports right from the planning stage to the execution stage of the construction; 2. Establish quality standards and ensure all construction activities adhere to the standards and to ensure compliance with design specifications & quality requirements; 3. Updating of guidelines related to construction and quality-assurance (QA) cum monitoring activities; 4. Promoting a culture of continuous improvement by regularly reviewing and updating the QA plan and procedures based on lessons learned and industry best practices.; 5. Set clear terms and goals, delegate tasks and overseeing day-to-day team operations and its performance. 6. Act as the primary point of contact between the project team (PSU, CPWD and State Governments), government bodies and other stakeholders; 7. To advise NESTS regarding technical and project management related matters; 8. Inspection visits to oversee the quality and progress of construction; 9. Developing comprehensive project plans including timelines, budget estimates, and resource requirements; 10. Maintain detailed records of project progress, including daily logs, inspection reports, and change orders; 11. Resolve any technical issues that arise during the project, ensuring minimal disruption to progress; 12. Create a healthy and motivating work environment and atmosphere. 13. Facilitate the handover process, ensuring the EMRS is ready for occupancy and use. 14. Any other work assigned by Competent Authority.

4. **Selection Procedure**

The engagement will be purely on contract basis. Application received in response to this advertisement will be shortlisted on the basis of experience and qualification of applicants. Consultants will be selected from shortlisted candidates on the basis of interview.

*NESTS reserves the right to reject any application without assigning any reason.

5. **Remuneration**

A fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement and for persons retired with NPS, an amount equivalent to 30% of the last basic pay as drawn at the time of retirement shall be deducted from the last basic pay and resultant amount shall be the fixed monthly amount as remuneration. The amount of remuneration so fixed shall remain unchanged for the term of contract and there will be no annual increment / percentage increase during the contract period. No DA/HRA, residential accommodation shall be admissible.

6. **Leave**

The Consultant will be entitled for the paid leave at the rate of 1.5 days for each complete month of service. Encashment/Accumulation of leave beyond contract period will not be allowed. In special circumstances, the Consultant could be called for services on holidays or beyond normal working hours for which no extra remuneration will be paid.

7. **Transport Allowance**

An appropriate and fixed amount as Transport Allowance for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement. No TA/DA is admissible for joining the assignment or on its completion. However, the Consultants would be entitled to draw TA/DA as per normal rules as applicable to any serving Officer of an equivalent rank in NESTS whenever they are required to travel outside Delhi in connection with the work of NESTS.

8. **Office time and working hours**

Engagement of Consultants would be on full time basis. Working hours shall be from 9.30 AM to 6.00 PM during working days including half an hour lunch break in between. They will not be allowed to take any other assignment during the period of contractual engagement. The Consultants may be called on Saturday/ Sunday/ other Gazetted holidays, if required. The consultant may be required to mark his/her attendance in Bio-metric System or any other system as prescribed time to time.

9. **Tax deduction at Source**

The Income Tax or any other tax liable to be deducted, as per the prevailing rules will be deducted at source before effecting the payment for which the office will issue TDS certificate.

10. **Confidentiality of data and documents**

The Intellectual Property Rights (IPR) of the data collected as well as the deliverables produced for the office shall remain with this office. No one shall utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of this assignment or during the course of the assignment for the office, without the express written consent of the office. The Consultant shall be bound to hand over the entire set of records of assignment to the office before the expiry of the contract, and before the final payment is released by the office.

11. **Conflict of interest**

The Consultant appointed by this office, shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of this office. No Consultant would be permitted to take up any other assignment during the period of Consultancy.

12. **Termination of service**

The engagement may be terminated at any time by the office without assigning any reasons by giving a notice of 07 days. In case, a Consultant desires to leave the • assignment, he/she has to give 07 days' notice which can be curtailed/extended depending upon the workload. » In the event any Consultant is found unfit on any account or if he/she is found guilty of any insubordination/misconduct, his/her services can be terminated immediately without any notice.

13. NESTS shall not be responsible for any loss, accident, damage; injury suffered by the Consultant whatsoever arising in or out of the execution of his work including travel.

14. **Guidelines for the submission of the application**

The duly completed application in prescribed proforma should be submitted so as to reach the office latest by 18.08.2024. Any application received after the above date will not be entertained. The application should be submitted with the following documents: -

- a) Copy of PPO
- b) Copy of Last Pay Certificate
- c) Copy of PAN card and AADHAR card
- d) Service certificate mentioning date of retirement
(for employees who are due to retire as on closing date of advertisement)

Joint Commissioner,
NESTS (Ministry of Tribal Affairs)