

अन्तर्राष्ट्रीय जनसंख्या विज्ञान संस्थान

(विश्वविद्यालय समतुल्य)*

स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार का स्वायत्त संगठन
गोवन्डी स्टेशन रोड, देवनार, मुंबई- 400 088. भारत



(स्थापना/ Established in 1956)
बेहतर भविष्य के लिए क्षमता निर्माण
Capacity Building for a Better Future

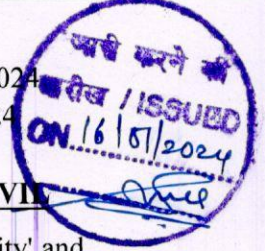
International Institute for Population Sciences

(Deemed University)*

An Autonomous Organization of Ministry of Health & Family Welfare, Govt. of India
Govandi Station Road, Deonar, Mumbai-400 088. INDIA

By courier

660
EM/31-9/Consultant(Civil)/2024
16.01.2024



NOTICE FOR CONTRACT ENGAGEMENT OF CONSULTANT ENGINEER CIVIL

International Institute for Population Sciences(IIPS), Mumbai is a 'Deemed University' and an autonomous organization functioning under the administrative control of Government of India in the Ministry of Health and Family Welfare(MOHFW) and is funded by MOHFW through Grant-in-aid. IIPS has also been registered under Societies Registration Act XXI 1860.

IIPS proposes to engage 01 Consultant (Civil) of the level of Junior Engineer on contract basis (purely temporary, ad-hoc basis), initially for a period of three months, which can further be extended after taking into account the performance of Consultant and requirement of IIPS.

Individuals, holding minimum of 03 years of diploma (Civil Engineering) from a recognised Institute or University or Board with minimum of 65 % marks or Bachelor's degree in Civil Engineering from a recognised university with 55% marks AND having at least 10 years of experience in Government organisations such as CPWD, CIDCO, MHADA or any other State/Central Government organisations etc. in execution and supervision of civil construction work and/or civil maintenance of office buildings residential complexes with good knowledge of RCC design and other civil works working knowledge of computers, experience in preparation of tenders/quotation letters for civil works may apply.

The eligible candidates may apply for the post of Consultant (Civil) by sending the application in the prescribed format alongwith all necessary documents such as APARs for last 05 years, Vigilance clearance certificate, copy of PPO, educational documents, experience documents etc. to The Director, IIPS latest by 5.00 p.m. of 20.02.2024. The upper age limit of applicant should not be exceeding 64 years as on 20.02.2024. No queries in this regard, either by e-mail or phone, shall be entertained.

The terms of reference and other conditions are as under: -

1. The duration of the contract engagement will be three months from date of joining which will be extendable by spells of 03 months or even less depending upon the requirement of services.
2. During the period of contract engagement you will be paid a consolidated remuneration (monthly Consultancy Fees) as per GOI rule. Consultant (Civil) is required to submit last paid salary and pension slip. The income tax and any other applicable tax will be deducted from Consultant (Civil) remuneration as per the rules.
3. The working hours will be 9:30 a.m. to 6:00 p.m. with ½ hour lunch break (1:30 p.m. to 2:00 p.m.). Consultant (Civil) may be required to work beyond the regular working hours as and when necessary. The working days will be Monday to Friday and if, necessary on Saturday and holidays also.

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4. He will be entitled to leave of 2 ½ day per completed month. Therefore, he will not be entitled to any remuneration beyond your prescribed leave.
5. He will report to the Director & Sr.Professor of the Institute.
6. Consultant (Civil) contract shall be subject to the terms and conditions that may be framed from time to time as per the requirement of the Institute.
7. During the period of his engagement with IIPS, he will carry out the duties and responsibilities assigned to him and observe all directions and instructions issued to him from time to time with all diligence.
8. During the period of his engagement with IIPS, he will not be permitted to take up any other assignment without prior permission of IIPS in writing.
9. Jobs to be discharged in brief:
 - (i) To monitoring and supervising the New Infrastructure Development Project, IIPS
 - (ii) To oversee all construction, maintenance, and operations activities on project sites.
 - (iii) Engineer may need to work extra hours if necessary to monitor progress on the NIDP projects, to ensure that designs meet requirements and to guarantee that the deadlines are met.
 - (iv) To manage the repair & maintenance day to day work in all residential and official buildings of the Institute at Deonar and Nerul campuses as per the CPWD norms.
 - (v) To offer advice in the planning, co-ordination and supervision of technical aspects of all type of civil work.
 - (vi) To create technical proposals/quotations letters as well as budget plans.
 - (vii) To drafting quotations/letters/tenders/agreement/Work order etc.
 - (viii) To certify the bills for payment.
 - (ix) To inspect sites to monitor progress and ensure design specifications as well as safety and sanitation standards are being met.
 - (x) To act as an invitee member in the Estate Management Committee and New Infrastructure Development Project and drafting minutes of the meeting.
10. In case, he is deputed for outstation travel for official work, he would be paid TA/DA equivalent to your travel entitlement just before retirement.
11. Consultant (Civil) is requested to furnish the PAN to the Accounts Section for further necessary action.
12. In case of leaving IIPS, the last month remuneration will be released on production of 'No Dues Certificate' from Competent Authorities.

13. In the event of any dispute arising out of this contract, the decision of the Director, IIPS shall be final and binding on Consultant (Civil).

14. In case of extension of your contract, he needs to inform at least two weeks in advance about the expiry of your contract, for approval of the Director & Sr.Professor of the Institute alongwith a detailed report of the task carried out by you during the tenure.



Lt. Col. Prashant S. Borde
CAO cum Registrar

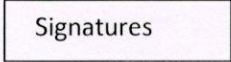
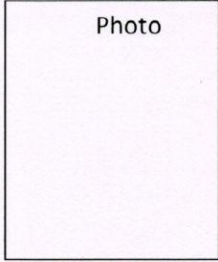
O/C R 15/50

**INTERNATIONAL INSTITUTE FOR POPULATION SCIENCES
FORMAT OF APPLICATION**

1. Name of Candidate: _____
(in block letters)
2. Father's/Husband's Name: _____
(in block letters)
3. Post applied for: _____
4. Designation at the time of superannuation & date of retirement

5. Pay Scale/Pay Band & GP drawn at the time of Retirement _____
6. Name of the parent department: _____
7. Gender (Male/Female): _____
8. Date of Birth (DD/MM/YY) and age on last date of receipt of Application: _____
9. Address for communication _____

10. Email ID: _____
11. Contact No. [a] Landline _____ [b] Mobile No. _____
12. Educational/Professional/Technical qualification (starting from class 10th onwards)



Educational qualification	Discipline/ Specialization/ subject	Board/ University	Year of Passing	During of Course	Percentage of Marks	Remarks

13. Experience

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

14. APARs grading for the five years preceding the date of retirement(Please attach copies of APARs): _____
15. Vigilance Clearance Report at the time of retirement, if available : _____
16. Whether the Pension is provisional and if so, the reasons thereof: _____
17. 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: