

Consultant for CNS in Northern Region

Airports Authority of India, Northern Region invites applications from qualified and experienced CNS Personnel for as Consultants on contract basis for a period of one year in Airports Authority of India at CCCR, IGI Airport, AAI, New Delhi and different RCS airport in Northern Region in following:

Sr. No.	Level of Consultant	No. of Consultants	Station
1	Consultant - CCCR	06	Central Committee Control Room (CCCR), IGI Airport, New Delhi
2	Consultant - CNS	15	RCS Airports, Northern Region
3	Jr. Consultants -CNS	07	

Last date of submission of application **31/03/2020**.

Scope of work:

In Northern Region under UDAN 2.0, 3.0 and 3.1, a total of 23 RCS Airports are to be operationalized. Some Airports like Hindon, Hisar and Pithoragarh has already been operationalized. Some other RCS Airports (Kargil, Uterlai, Shravasti, Aligarh, Chitrakoot, Muirpur, Azamgarh, Jhansi, Bareilly, Moradabad, Pithoragah, Chinyali Saur, Gaucher, Hisar, Kistwar, Kushinagar etc.) will be operationalized soon.

The Central Committee Control Room (CCCR) is a focal point of operation, which is kept manned round the clock and has equipped with many CNS facilities including VHF and set of HF communication etc.

The scope of work and other details of activities to be performed by the Consultant are given below:

Duties and responsibilities of Consultant (CCCR):

1. To ensure serviceability of all CNS facilities installed in CCCR viz. HF Communication set up, VHF Standalone sets (Man pack), VCCS panel and coordinate with concerned units in case of flawed operation.
2. To ensure serviceability of the telephone circuits viz. direct telephone lines, hotlines, intercom lines, VOIP lines, RAX Lines and coordinate with Lines unit /MTNL/BSNL for restoration of faulty circuits.
3. To ensure correct operation of Camera surveillance system of Isolation bay and coordinate with concerned officials for rectification of faults.
4. To ensure correct operation of Video Conferencing System with all 14 Airports including IGIA and COSAH Control and to coordinate with concerned officials in case of flawed operation.
5. To ensure serviceability of ancillary facilities such as Digital Clock display system, FAX machines, DTH etc.
6. Preparation, compilation and transmission of daily un-serviceability reports to competent authorities.
7. To activate CCCR in case of threat of Aircraft hijack, demonstrate active and alert participation and work in close coordination with competent authorities during such exigencies.
8. To regularly update and display the mobile phone Numbers with details of various committee's members associated with CCCR on receipt of valid information from BCAS.
9. To Log/Register all the activities, incidents, anti-hijacking mock exercises and to bring to the notice of higher officials, any relevant information at the earliest.
10. To perform any other work assigned by higher authorities responsible for the CCCR Operation.

Duties and responsibilities of Consultant (CNS):

1. To ensure a smooth operation and maintenance of CNS equipments such as VHF TX/RX, Manpack, DVR, NAV-AIDS (if any) and Airport system equipments such as XBIS, ETD, DFM, HHMD, CCTV, EPABX, FIDS and PA system
2. To coordinate with other stake holders of Airport such as Airlines, State Govt., RHQ-NR & mentor Airport.
3. To ensure implementation of different maintenance schedules.
4. To ensure implementation of DGCA CAR requirements.
5. To guide and apprise the AAI employees posted at Airport regarding maintenance of equipments.
6. To represent AAI in meetings when ever needed
7. To project requirement of Airport well in advance.
8. Any other work assigned by GM(CNS)NR

Duties and responsibilities of Junior Consultant (CNS):

1. To ensure a smooth operation and maintenance of CNS equipments such as VHF TX/RX, Manpack, DVR and Airport system equipments such as XBIS, ETD, DFM, HHMD, CCTV, EPABX, FIDS and PA system
2. To coordinate with other stake holders of Airport such as Airlines, State Govt.,RHQ-NR & mentor Airport.
3. To ensure implementation of different maintenance schedules.
4. To ensure implementation of DGCA CAR requirements.
5. Any other work assigned by GM(CNS)NR

Methods of Appointment:

1. Chairman, AAI will be the Competent Authority for approval of number of consultants required in each discipline and concerned Member will be the Competent Authority for approval of the selection of consultants against those requirements.
2. The selection will be made through interview conducted by the concerned ED/RED.

Eligibility and Qualification Criteria:

1. Before engaging as consultant, one month cooling period is required after superannuation.
2. Retired non-commissioned officer from Defence/ Para-military forces possessing requisite experience may also be engaged at the Junior Consultant level.
3. He/ She can serve as Consultant maximum upto the age of 70 years.
4. The eligible candidate should be clear from Vigilance / Disciplinary angle at the time of retirement.
5. There should be no criminal case pending against the eligible candidate and this will be self certified by the respective candidate.
6. For selection through interview, the eligible candidates should pass in interview and shall be selected based upon merit ranking.

Period of Engagement:

1. Initial engagement of consultant can be for a period of one (1) year and extendable up to three (3) years, on yearly basis.
2. Consultant can be re-engaged thereafter, however, the cumulative period of engagement as consultant in AAI shall not exceed five (5) years.

3. The appointment of consultants would be on full - time basis and they would not be permitted to take up any other assignment during the period of consultancy.
4. Both AAI and the consultant can terminate/resign the services during the period of engagement by giving one-month notice period or one -month remuneration in lieu of notice period.

Remuneration and Experience:

Sr. No.	Designation	Monthly Remuneration (All Inclusive)	Eligibility and Experience
1.	Consultant (CCCR & CNS)	INR 75000/-	Retired PSU employees from E7/E6 Level and equivalent from Central Govt./ State Govt./ Defence/ Paramilitary forces/ employees of reputed organisations having minimum 10 years of experience in CNS. <u>Consultant applying for CCCR should be proficient in HFRT.</u>
3.	Junior Consultant (CNS)	INR 50000/-	Retired PSU employees from E5/E4/E3 Level and equivalent from Central Govt./ State Govt./ Defence/ Paramilitary forces/ employees of reputed organisations having minimum 5 years of experience in CNS System

Note: In exceptional cases where an individual consultant has extraordinary expertise in the required field based on AAI's requirement, he/she may be considered for grant of higher rates of remuneration by the Chairman, AAI who will be the Competent Authority to grant such higher remuneration.

Tax Deduction at Source (TDS) :

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 department will issue TDS Certificate. Service tax/ GST as applicable shall be payable extra at the prevalent rates.

Allowances:

Consultants shall not be entitled for any allowance such as Dearness Allowance (DA), Residential Telephone, Transport Facility, Personal Staff, Residential Accommodation, Medical Reimbursement, etc.

TA/DA

1. No TA/DA shall be admissible for joining the assignment or on its completion.
2. However, Consultants will be allowed TA/DA for their travel inside the country in connection with the official work after approval of Competent Authority.
3. Retired Government Servants and Retired officials from PSUs appointed as consultants would be entitled as per his / her last entitlement drawn at the time of retirement.
4. For Individual Consultants/ professionals other than Retired Government/ PSU Officials, their entitlement for TA/DA will be decided on case to case basis after approval of competent authority.

Attendance and Leave

1. Consultants will be required to mark their Biometric / manual attendance daily at the place of reporting in line with AAI employees' attendance system at the place of engagement.
2. Consultants shall be eligible for 15 days leave in a calendar year on pro-rata basis.

3. Therefore, a consultant shall not draw any remuneration in case of his/her absence beyond 12 days in a year (calculated on pro-rata basis)
4. Un-availed leave in a calendar year cannot be carried forward to next calendar year or encashed at the end of the tenure.
5. In case of absence from duty other than holiday and permissible leaves, proportionate payment would be deducted from the consultancy fee.
6. AAI will be free to terminate the services in case consultant remains absent for more than 15 days beyond the entitled leave in a calendar year.

Willingness Letter/Acceptance Letter:

In the event of acceptance of Terms and Conditions, the consultant shall submit his willingness/ acceptance letter in the Performa attached while reporting for duty (Annexure – 1).

Agreement and letter of Acceptance:

An agreement should be drawn up between the selected consultant and AAI specifying the terms and conditions of hiring of consultants, including the following.

1. Scope of Work
2. Remuneration/Fees to be paid to the consultant
3. Tax Deduction at source
4. Reimbursement of services tax paid by the consultant
5. Domestic Tours required and entitlement for the same in terms of TA/DA
6. Facilities to be provided by AAI in terms of office space, other infrastructure etc.
7. Deliverables of the assignment expected from the consultant
8. The agreement will be binding on both the consultant and AAI
9. Preference will be given to those candidates who are willing to serve at any station/airport in Northern region.

Termination of Agreement - AAI can terminate the agreement on the following grounds:

1. In case the information furnished by the applicant is found to be false at any stage the same will invite disqualification and or action as deemed appropriate by AAI whose decision shall be final and binding.
2. The consultant is unable to address the assigned tasks.
3. Quality of the assigned works is not to the satisfaction of the department
4. The consultant fails in timely achievement of milestones as decided by AAI.
5. The consultant is found lacking in honesty and integrity.

The services of the consultant are liable to be terminated at any time by giving one- month notice or remuneration/ fees in lieu of notice period and the decision of AAI Management will be final in this regard.

The dully filled application in given format should reach the following address by Registered/Speed Post/Scanned mail copy **on or before 31/03/2020** positively. In case forwarded by scanned mail copy, that should be followed by hard copy duly signed.

General Manager (HR),
Airports Authority of India,
Regional Headquarters, Northern Region,
Operational Complex, Gurgaon Road, New Delhi – 110037
Email: gmrnr@aai.aero

The persons who fulfil the eligibility conditions after going through details of scope of work and terms and conditions and other details may apply in prescribed format as given below. One can apply for one post only.

Format for application

Recent self
attested
photograph

- (i) Application for the post of _____
- (ii) Name: _____
- (ii) Date of Birth: _____
- (iii) Date of Retirement: _____
- (iv) Designated Post on Retirement: _____
- (v) Address for Correspondence: _____

- (vi) Contact No.: Landline: _____
 Mobile : _____
- (vii) Email ID : _____

(viii) Academic Qualification (In reverse order, starting from the latest):

Sl. No.	Degree	Year		Stream/ Subjects	University	Class/ Division/ Distinction (if any)
		From	To			

(ix) Relevant Experience:

(a) Year-wise tasks/highlights of similar nature carried out during last 10 years with all details including employer, position held & pay-scale.

S.No.	Organization	Post Held with PayScale	Year		Responsibility Handled	Remarks
			From	To		

(b) Last Pay Certificate, Vigilance/Disciplinary Clearance Certificate from previous employer to be enclosed along with the application form.

(x) Preferred Location of work (Only for candidate applying for post of Consultant and Jr consultant (CNS)- choose among Kargil, Uterlai, Shravasti, Aligarh, Chitrakoot, Muirpur, Azamgarh, Jhansi, Bareilly, Moradabad, Pithoragah, Chinyali Saur, Gaucher, Hisar, Kistwar, Kushinagar etc.): _____

Place: _____
 Date: _____

Signature: _____
 Name: _____