

Airports Authority of India
Southern Region

Notification for Engagement of Consultant in Land Management
Directorate at Hyderabad, Begumpet & Nadirgul Airports.

In order to have specialized skills for liaison with concerned State / Central Govt. Authorities as well as with other agencies, on various aspects / issues of land related matters pertaining to Airports and Aeronautical Communication Stations (ACSs) existing and upcoming / to be developed by AAI, the services of Consultants is required on job contract basis.

2. Applications are invited on job contract basis for the following Stations of Airports Authority of India, Southern Region:

| Name of Airport | No. of Consultant |
|--------------------------------|--------------------------|
| Hyderabad, Begumpet & Nadirgul | 01 |
| Total | 01 |

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

I. ELIGIBILITY

- a. Retired employee from PSU / Central Govt. / State Govt. / Defence / Paramilitary forces / employees of reputed organizations having necessary experience in relevant field. Applications are also invited from retired State Govt. Land / Revenue Officers / Tahsildars.
- b. The retired officials shall be medically fit and age shall not be more than 70 years.
- c. The eligible candidate shall be clear from vigilance / disciplinary angle at the time of retirement. **In this regard, the candidate has to submit supporting document from his previous Government Department.**
- e. There should be no criminal case pending against the eligible candidate and this will be self-certified by the respective candidates.
- f. The applicant should have completed atleast one month from the date of *his / hers* superannuation.

II. PERIOD OF ENGAGEMENT

- a. The duration of engagement of Consultant, shall be initially for one (01) year and extendable up to three years, on yearly basis. However, the cumulative period of engagement as Consultant in AAI cannot exceed five (5) years.
- b. The appointment of Consultant shall be on full time basis and they shall not be permitted to take up any other assignment during the period of consultancy.

III. STATEMENT OF OBJECTIVES/JOBS TO BE CARRIED OUT

- a. The Consultant shall be responsible for liaising with the Central / State Govt. for various activities like land issues, Estate and Revenue, Municipality/ Corporation etc. related to **Hyderabad, Begumpet & Nadirgul Airports** & any other place in **Southern Region** where new Airport / Helipad may come and the assignments to be given by **General Manager(C.I.C), Hyderabad Airport**, for coordination or his authorized representative from time to time, irrespective of area and airport.
- b. The Consultant shall report to **General Manager(C.I.C), Hyderabad Airport**. Based on the observations/ facts /records, the Consultant shall submit the report to General Manager (C.I.C) and all the correspondence shall be made by General Manager (C.I.C) or AAI official with the Central / State Govt.
- c. **Confidentiality of data and documents:** The Intellectual Property Rights (IPR) of the data collected as well as the deliverables produced for the AAI shall remain with AAI. 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 AAI, without the express written consent of AAI. The Consultant shall be bound to hand-over the entire set of records of assignment to AAI before the expiry of the contract and as advised by the Appointing Authority or his authorized representative and it is a binding to Consultant.
- d. **Conflict of interest:** The Consultant appointed by the AAI, shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of AAI.
- e. The Consultant shall not make any commitment with the Central / State Govt. or any other department on behalf of AAI.
- f. The Consultant has to complete the mutation of land at various airports **in Southern Region** within the stipulated period as assigned by **General Manager (C.I.C)**.
- g. Apart from the above, the Consultant shall liaise with the District Collector / Magistrate for administrative jobs required for making the Airports operational in the state.

IV. REMUNERATION

| Designation | Monthly Remuneration (Inclusive of all) | Eligibility |
|--------------------|--|---|
| Consultant | Rs.75,000/- | Retired PSU employee from E7/E6 level (Joint General Manager / Deputy General Manager) and equivalent from Central Govt. / State Govt. / Defence / Paramilitary forces / reputed organisations having minimum 10 years of experience in relevant field. |

NOTE: Also please refer Sl.No. 3(I)(a) regarding eligibility.

V. 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 AAI will issue TDS Certificate/s. Service Tax/GST as applicable shall be payable extra, at the prevalent rates.

VI. ALLOWANCES

Consultant shall not be entitled for any allowances such as Dearness Allowance (D.A), Residential Telephone, Transport facility, Personal Staff, Residential Accommodation, Medical Re-imbusement, etc.

VII. TA/DA

- a. No TA/DA shall be admissible for joining the assignment or on its completion.
- b. However, Consultants will be allowed TA/DA for their travel inside the country in connection with the official work after approval of Competent Authority.
- c. 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.
- d. 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.

VIII. ATTENDANCE & LEAVE

- a. The Consultant 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.
- b. Consultant shall be eligible for 12 days leave in a calendar year on pro-rata basis.
- c. 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).
- d. Un-availed leave in a calendar year cannot be carried forward to next calendar year or encashed at the end of the tenure.
- e. In case of absence from duty other than holiday and permissible leaves, proportionate payment would be deducted from the Consultancy fee.
- f. AAI will be free to terminate the services in case the Consultant remains absent for more than 15 days in a calendar year without having any approval of the Reporting Officer.
- g. AAI does not undertake any liability for providing any medical facility to the Consultant or his dependents, which is existing in AAI and there will be no other financial liability on the part of AAI, since the remuneration is inclusive of everything.

IX. TERMINATION

- a. Termination of Agreement: AAI can terminate the agreement on the following grounds:
 - i. 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 Regional Executive Director whose decision shall be final and binding.
 - ii. The Consultant is unable to address the assigned works.
 - iii. Quality of the assigned works is not to the satisfaction of AAI.
 - iv. The Consultant fails in timely achievement of the milestones as decided by AAI.
 - v. The Consultant is found lacking in honesty and integrity.
- b. 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.
- c. Consultant may resign / terminate the services during the period of engagement by giving one month notice period or one month remuneration in lieu of notice period.

X. SELECTION CRITERION

- a. The selection would be done through interview and a merit list would be prepared for the purpose of selection.
 - b. Absolute transparency in the selection process of Consultant would be maintained and a committee would be constituted for the purpose.
 - c. The selection of the candidate will be done as per the prevailing AAI Policy. Based on the experience credentials of the applicant, merit of each case will be recommended by the Selection Committee. If the Consultant proposed to be engaged is lesser than the designation/level than the post/designation applied, then the Consultant shall convey his/her willingness to submit an undertaking accordingly for further consideration. Decision of the Competent Authority is final in this regard.
 - d. AAI reserves the right to cancel this advertisement and not to proceed in the matter and at any stage, accept or reject any or all offers, without giving any explanation, whatsoever.
4. Interested candidates may send their application (in sealed envelope) in the enclosed format (Annexure-I) and on the top of envelope, it should be clearly mentioned /marked as Application for Land Management Consultant at Hyderabad, Begumpet & Nadirgul Airports.
 5. The duly filled and signed application for this Consultant post should reach the following address by Speed Postand also through email(scanned application copy) (e-mail to gmhrsr@aai.aero) on or before **23.12.2019** positively.

General Manager(HR),
Airports Authority of India,
Regional Head Quarters,
Southern Region,
Chennai-600 027
E-Mail: gmhrsr@aai.aero

How to apply?

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:

Application for Land Management Consultant at Hyderabad, Begumpet & Nadirgul Airports

- (i) Name:
- (ii) Date of Birth:
- (iii) Address for correspondence:
- (iv) Contact No. : Landline_____ Mobile:_____
- (v) Email id:
- (vi) Academic qualification(In reverse order, starting from the latest):-

Recent Self
Attested
Photograph

| Sl. No. | Degree | Year | Subjects | University | Class/Division distinction (if any) |
|---------|--------|------|----------|------------|-------------------------------------|
| | | | | | |
| | | | | | |

- (vii) Relevant experience (Please enclose relevant documents):
- (a) Year wise tasks/highlights of similar nature carried out during relevant experience period with all details including employer, position held & pay-scale.
- (b) Certificate from the previous employer regarding vigilance/disciplinary clearance during the job with the organization.

Place:

Signature:

Date:

Name: