

DELHI DEVELOPMENT AUTHORITY  
PERSONNEL BRANCH-I  
B-311, Vikas Sadan, INA, New Delhi-110023

No. F.7(35)2020/PB-I/DDA/1295

Dated: 26/06/2020

DDA invites application on the prescribed format for engagement of **01 Consultant (In-situ Rehabilitation Projects)** at the level of Director (Ministerial) [Level-12 in the pay matrix] on contract basis, initially for a period of one year which can further be extended after taking into account the performance of Consultant and requirement of DDA.

The officers retired as Director (Ministerial) or equivalent level, from the State/Central Government, Autonomous bodies and DDA and having at least three years experience in dealing with In-situ Rehabilitation Projects in Administrative capacity involving jobs as mentioned in the work profile of Consultants as mentioned below, apply by e-mail at [personnelbranch1@dda.org.in](mailto:personnelbranch1@dda.org.in) latest by 5.00 p.m. on 13.07.2020 in the prescribed format. The upper age limit of applicant should not exceed 61 years as on the last date of receipt of applications. 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. Consolidated remuneration & terms and conditions of the contractual employees shall be as per F&E Circular No. 23/2018 dated 05.12.2018.
2. The period of the contractual appointment shall not be counted as Government service for the purposes of pension or any other retirement benefits.
3. The contractual appointment may be terminated at any time by the concerned Department for unsatisfactory performance on notice of ten days and in the case any misconduct including, but not limited to, misappropriation, negligence or causing loss to Government, without any prior notice.
4. General instructions regarding terms & conditions for contractual appointment as issued from time to time, will be applicable and binding on the officers/consultants.
5. In case any such appointee desired to resign, he may do so by giving a notice of 15 days in writing to the HoD concerned. After expiry of the notice period, the appointee may be relieved after handing over full charge of records to the relieving officers as decided by the concerned Department.
6. The terms and conditions are subject to codal provisions and memoranda and resolutions issued by the DDA from time to time.
7. The appointee will furnish an undertaking (Annexure-II) at the time of joining the duty in regards to the truth and correctness of the information furnished by him/her and also declaration of fidelity and secrecy, as per Annexure-III.
8. Requisite details regarding eligibility/work profile is as under:

Sl. No	Name of Post	Qualification required	Work Profile of the Consultant proposed to be engaged
1.	Consultant (In-situ Rehabilitation on Projects)	Graduate from a recognized institute or university	1. The job for consultant would be to determine the feasibility of various JJ clusters for undertaking in-situ redevelopment under PPP mode and group nearby clusters in viable projects. The job also involves co-ordination and liaison with different departments of DDA viz a viz. Engineering, Architecture, Planning, Land management and Land disposal departments for undertaking Total Station Surveys, ensuring clear title rights for the project land, liaison with consultants for making DPRs and RFPs, adherence to Master Plan norms, assessing the financial model and deciding financial viability, floating and awarding


of tenders and taking approval of Authority and Ministry for undertaking individual projects.

2. The consultant will have to supervise the survey being conducted under various JJ clusters by the outsourced agency and monitor the work of Eligibility Determination Committees (EDC) for determining eligibility of JJ dwellers as per DUSIB guidelines. He/she will also require to co-ordinate with the Appellate Authority constituted for deciding the appeals of JJ dwellers against decisions of EDCs.

3. The Consultant will also have to co-ordinate with Engineering Department and PPP partner for the execution of existing in-situ rehabilitation project being undertaken at Kathputhali colony and sort out the issues related to the project involving different departments of DDA along with planning for rehabilitation of eligible JJ dwellers once construction is complete. He/she will also have to monitor the conditions and maintenance of transit camp established at Anand Parbat for JJ dwellers of Kathputhali colony being managed by PPP partner and sort out issues related to JJ dwellers residing there.

4. Any other work as may be considered necessary for the successful completion of the projects.

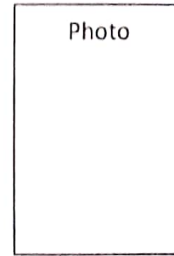
Encl: Application Format

  
26/6/12  
Commissioner (Personnel)



**DELHI DEVELOPMENT AUTHORITY**  
**FORMAT OF APPLICATION FOR ENGAGEMENT CONSULTANT (IN-SITU REHABILITATION PROJECTS).**

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 \_\_\_\_\_
5. date of retirement \_\_\_\_\_
6. Substantive Pay Band & GP/Level in pay matrix drawn at the time of Retirement \_\_\_\_\_
7. Name of the parent department: \_\_\_\_\_
8. Gender (Male/Female): \_\_\_\_\_
9. Date of Birth (DD/MM/YY) and age on last date of receipt of application : \_\_\_\_\_
10. Address for communication \_\_\_\_\_
11. Email ID: \_\_\_\_\_
12. Contact No. [a] Landline \_\_\_\_\_ [b] Mobile No. \_\_\_\_\_
13. Educational qualifications



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

14. Experience

Employer's name & address (also indicate whether Central Govt./State Govt./Autonomous body/DDA.	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 judgment. The experience as per job profile of the Consultant proposed to be engaged, should be specifically mentioned. Use extra sheet, if required)

15. APARs grading for the five years preceding the date of retirement:

1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	4 <sup>th</sup> Year	5 <sup>th</sup> Year

16. Vigilance Clearance Report at the time of retirement, if available : \_\_\_\_\_
17. Whether the Pension is provisional and if so, the reasons thereof: \_\_\_\_\_
18. Attach the copy of PPO

(Signatures)

**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:

**Note:** Please submit your application duly typed in pdf or JPEG format only and do not attach any other documents with email as the same will be entertained only at the time of interaction, if called.