

Airports Authority of India
Southern Region

Notification for Engagement of Consultant in Land Management
Directorate at RHQ-SR and Bangalore & Mysore 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
Regional Head Quarters, Chennai	01
Bangalore & Mysore	01
Total	02

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 invited preferably from retired State Govt. Land / Revenue Officers / Tahsildars.
One month cooling period is required after superannuation. Thus, **the applicant should have completed at least one month from the date of superannuation, i.e., as on date of notification (05.01.2021).**
- b. The retired officials shall be medically fit and age shall not be more than 70 years and he/she can serve as a consultant maximum upto the age of 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.**
- d. There should be no criminal case pending against the eligible candidate and this will be self-certified by the respective candidates.
- e. Candidate proficient in local language is preferable.

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 **Regional Head Quarters-Chennai, Bangalore & Mysore airports** & any other place in **Southern Region** where new Airport / Helipad may come and the assignments to be given by **Regional Executive Director-SR, General Manager(C.I.C)- Bangalore / Airport Director , Mysore airport**, for coordination or his authorized representative from time to time, irrespective of area and airport.
- b. The Consultants shall report to **Regional Executive Director, Southern Region, General Manager(C.I.C)- Bangalore / Airport Director, Mysore airport respectively**. Based on the observations/ facts /records, the Consultant shall submit the report to Regional Executive Director-Southern Region, General Manager (C.I.C) / Airport Director and all the correspondence shall be made by Regional Executive Director-Southern Region, General Manager (C.I.C) / Airport Director 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 being appointed at **RHQ-SR** shall have special liaison with State Govt. Offices towards mutation of land at SR, RHQ-Chennai, tracing old records, demarcation of lands wherever required including the assessment of annual value for the properties for the purpose of assessment of tax to be paid by AAI to State Govt. and Cantonment Board and shall liaison with State Govt. bodies like CMWSSB, Greater Chennai Corporation for their dues to AAI and any other related works assigned from time to time.
- g. The Consultant being appointed at **Bangalore & Mysore** Airports has to complete the mutation of land at airports in Bangalore & Mysore, within the stipulated period as assigned by General Manager (C.I.C), Bangalore /Airport Director, Mysore and up-keep the land records and any other related works assigned from time to time.
- h. 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.

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-imburement, etc.

VII. TA/DA

- a. No TA/DA shall be admissible for joining the assignment or on its completion. However, Consultants will be allowed TA/DA for their travel inside the country in connection with the official work after approval of Competent Authority.
- b. 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.
- c. 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. Application of the candidates will be assessed for the post applied based on eligibility and their candidature will be liable to be rejected, if not found eligible.
- b. The mode of selection will be interview and the final selection would be subject to the outcome of interview marks and overall merit ranking.
- c. Absolute transparency in the selection process of Consultant would be maintained and a committee would be constituted for the purpose.
- d. 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 candidate is found suitable for lower post by selection committee of AAI, the decision of selection committee will be final and level of consultant and remuneration will be fixed accordingly. Decision of the Competent Authority is final in this regard.
An undertaking in this regard to be submitted alongwith the application as per the format enclosed (Annexure-II).

- e. The 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 & II**) and on the top of envelope, it should be clearly mentioned /marked as Application for Land Management Consultant at Regional Head Quarters, Chennai/Bangalore & Mysore Airport.
5. The duly filled and signed application for this Consultant post should reach the following address by **Speed Post** on or before **27.01.2021** positively. The applications received after the last date will not be entertained.

General Manager (HR),
Airports Authority of India,
RHQ, SR, CHENNAI-27
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

(Please tick (√) appropriate box in accordance to sl.no.2 of this notification)

Regional Head Quarters-Chennai
 Bangalore and Mysore

Recent Self
 Attested
 Photograph

- (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):-

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.

Designation	Post Held & Organisation	From	To	Period	
				Years	Month

Place:

Signature:

Date:

Undertaking

I, hereby acknowledge that I have read all the clauses of notification and accept the same.

I hereby agree to consider my application at any level of consultant found suitable by the Selection Committee of AAI based on my eligibility.

I hereby submit my willingness to be engaged at any level of consultant as decided by AAI if selected.

Name: _____

Signature: _____

Date: _____