



AIRPORTS AUTHORITY OF INDIA
Regional Headquarters North Eastern Region
Guwahati-15

Advt. No.02/2022/CONSULTANT/LM/NER

Notification for Engagement of Consultant in Land Management Department Discipline at Imphal and Agartala on contract basis

In order to have specialised 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 Airport Authority of India, North Eastern Region:-

Name of Airport	No of Consultant
Imphal	01
Agartala	01

3. **ELIGIBILITY**

- i) Retired Deputy Collector or Retired Tehsilder level officer.
- ii) One month cooling period is required after superannuation.
- iii) The eligible candidate should be clear from vigilance/disciplinary angle at the time of retirement. In this regard, the candidate has to submit supporting document.
- iv) There should be no criminal case pending against the eligible candidate and this will be self-certified by the respective candidate.
- v) The applicant should be willing to join immediately/or on short notice.
- vi) He/She can serve as Consultant maximum up to the age of 70 years.

4. **PERIOD OF ENGAGEMENT**

- a) The duration of engagement of Consultant, shall be initially for (03) months and extendable for further 03 months if work is found satisfactory on review by AAI. Stations to ensure that pending mutation work of all lands in respective stations should be completed within the stipulated time period.
- 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.
- c) Both AAI and the Consultant can resign/terminate the services during the period of engagement by giving one month notice period or one-month remuneration in lieu of notice period.

5. **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 Imphal & Agartala and any other place in Manipur and Tripura where new Airport/Halipad may come and the assignments to be given by Airport Director Imphal/Agartala for co-ordination or his authorized representative from time to time irrespective of area and airport.
- b) The Consultant shall report to Airport Director Imphal/Agartala. Based on the observations/facts/records, the Consultant shall submit the report to the Airport Director Imphal, Agartala and all the correspondence shall be made by Airport Director Imphal/Agartala or AAI official with the Central/State Govt.
- c) All the authorities with regard to writing/signing/submission of statement for the work assigned or to be assigned to the Consultant shall be of Airport Director, or duly authorised AAI Official and the Consultant shall not write any letter to any of the authority inclusive of Central/State Govt. at his own.
- d) **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 consultants 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 authorised representative and it is a binding to consultant.
- e) **Conflict of Interest:** The Consultant appointed by AAI, shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of AAI.
- f) The consultant shall not make any commitment with the Central/State Govt. or any other department on behalf of AAI.
- g) The Consultant has to complete the mutation of land at various airports in Imphal/Agartala, within the stipulated period as assigned by respective Airport Director.
- 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.

6. **REMUNERATION**

For Non-Metro Cities, Rs. 1 lakh per month for Retired Dy. Collector level officer and Rs. 80,000/- p.m. for the level of Retired Tehsildar.

7. **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. Service Tax/GST as applicable shall be payable extra, at the prevalent rates.

8. **ALLOWANCES**

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

9. **TA/DA**

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

10. **ATTENDANCE:**

- i. The Consultant will be required to mark their Biometric/Manual attendance daily at the place of reporting in line with AAI employee's Attendance System at the place of Engagement.

11. **SELECTION CRITERION:**

- i. The mode of selection will be interview and the final selection would be subject to the outcome of interview marks/eligibility criteria and overall merit ranking and in accordance with prevailing AAI Policy.
- ii. The AAI reserved the right to cancel this advertisement and not to proceed in the matter at any stage, accept or reject any or all offers, without assigning any reason.

12. **TERMINATION:-**

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 NER 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.
- vi. The Service 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.

13. 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 Imphal or Agartala** as applicable.
14. The duly filled and signed application for this Consultant post should reach by Speed Post to the address - **Office of the Regional Executive Director, NER, Airports Authority of India, LGBI Airport, Guwahati-15**, and also a copy to be sent through email (i.e. scanned application copy along with all relevant documents) to the e-mail id recttner@aai.aero on or **before 29-04-2022 positively**. The applications received after the last date will not be entertained.

General Manager (HR)
Airports Authority of India
RHQ, (NER), Guwahati

Annexure-I

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 _____

- (i) Name:
(ii) Date of birth:
(iii) Address for correspondence:

Recent self-attested
photograph

(iv) Contact No: Land line----- Mobile-----

(v) Email ID: -----

(vi) Academic qualification(In reverse order, starting from the latest:-
(Self-attested copy may be enclosed)

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:

Date:

Signature

Name: