



**भारतीय विमानपत्तन प्राधिकरण**  
**क्षेत्रीय मुख्यालय उत्तरी क्षेत्र**  
**परिचालन कार्यालय, गुड़गांव रोड, रंगपुरी, नई दिल्ली-110037**

NR-16019(11)/7/2022-HR-NR

Date: 11.03.2022

**Notification for Engagement of Consultant in Land Management Discipline**  
**On contract basis at AAI, Northern Region**

In order to have specialized skills for liaison with concerned State/Central Govt. Authority as well as other agencies, on various aspects/issues of land related matters pertaining to Airports and Aeronautical Communication Station (ACSs) existing and upcoming/to be developed by AAI, the services of Consultants is required on job contract basis. Applications are invited on job contract basis for requirement of land consultants at the following airports in Northern Region.

Name of Airport	No. of posts
RHQ,NR, New Delhi	02
Amritsar	01
Kangra/Gaggal	01
Jammu	01
Kanpur	01
Panna	01
Kota	01

The number of posts/stations may vary depending on the availability of suitable candidates.

**1. JOB & RESPONSIBILITIES:**

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

- Compilation of all title deeds of AAI land pertains to airport.
- Compilation of Mutation of Land records pertaining to airport.
- Provide support to AAI officials by retrieving land records pertain to airport from relevant state revenue authorities/collectorates and mutated in the name of AAI.
- Appointed consultant may be deputed to other Airport for above works.
- It is essential that all revenue records pertaining to the airport be kept confidential. Revenue records will not be shared with anyone except your controlling officer.
- Any specific official tasks assigned from time to time in addition to the above.

**2. ELIGIBILITY**

- Retired Deputy Collector / Retired Tehsildar level officer.
- One month cooling period shall be required after superannuation, before engaging as consultant. Thus, **the applicant should have completed at least one month from the date of superannuation, i.e, as on date of notification (11/03/2022)**
- The retired officials shall be medically fit and age shall not be more than 70 years.
- 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 form his previous Department/Office.**
- There should be no criminal case pending against the eligible candidate and this will be self-certified by the respective candidates.

- Candidates, who have completed 05 years cumulative period as Consultant in AAI, shall not be considered for re-engagement of consultant as per existing policy.
- Candidate proficient in local language is preferable.

### 3. **PERIOD OF ENGAGEMENT**

- The duration of engagement of Consultant shall be initially for 03 (three) months and AAI may extend the contract for further period of three months.
- The appointment of consultant shall be on full time contract basis and they shall not be permitted to take up any other assignment during the period of consultancy.

### 4. **REMUNERATION**

Consultant	Monthly Remuneration (Inclusive of all)	Eligibility
For Metro cities	Rs. 1,50,000/-	Retired Dy. Collector level
	Rs. 1,20,000	Retired Tehsildar level
For Non-Metro cities	Rs. 1,00,000	Retired Dy. Collector level
	Rs. 80,000/-	Retired Tehsildar level

### 5. **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.

### 6. **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.

### 7. **TA/DA**

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. Retired Government Servants appointed as Consultants would be entitled as per his/her last drawn entitlement at the time of retirement.

### 8. **ATTENDANCE & LEAVE**

- 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.
- The consultants shall be eligible for 12 days in a calendar year on pro-rata basis.
- In case of absence from duty other than holiday and permissible leaves, proportionate payment would be deducted from the Consultancy fee.
- 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.

### 9. **TERMINATION**

AAI can terminate the agreement on the following grounds.

- 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, NR whose decision shall be final and binding.
- The Consultant is unable to address the assigned works.
- Quality of the assigned works is not to the satisfaction of AAI.
- The Consultant fails in timely achievement of the milestones as decided by AAI.
- 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.
- 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.

**10. SELECTION CRITERION**

- 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 the prevailing AAI Policy.
- If, a candidate is found suitable for lower post by selection committee of AAI, the decision of selection committee will be final.
- The AAI reserves 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.

**11. AGREEMENT/ LETTER OF ACCEPTANCE**

An agreement shall be entered between the selected consultant and AAI specifying the terms and conditions of hiring of consultants, including the following:

- The land consultants shall be appointed with specific Terms of References (TOR) along with timeline.
- Scope of work.
- Remuneration/Fees/leaves to be given to the consultant.
- Tax Deduction at Source.
- Reimbursement of Services tax paid by the consultant.
- Domestic Tours required and entitlement for the same in terms of TA/DA.
- Facilities to be provided by AAI in terms of office space, other infrastructure, etc.
- Deliverables of the assignment expected from the consultant.
- The agreement shall be binding on both the consultant and AAI.

12. Interested candidates may send their application (in sealed envelope) in the enclosed format **(Annexure-I & II)** alongwith the desired documents. On the top of envelope, it should be clearly mentioned/marked as Application for Land Management Consultant in Northern Region.

13. The duly filled and signed application for this Consultant post should reach the following address by Speed Post on or **before 11/04/2022 positively**.

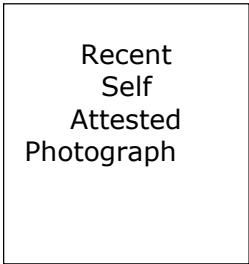
General Manager (HR),  
Airports Authority of India,  
Regional Headquarters, Northern Region, Operational Offices,  
Gurgaon Road, Rangpuri, New Delhi-110037

The applications received after the last date will not be entertained.

GM(HR)  
For RED(NR), RHQ,NR,AAI

**Application for Land Management Consultant for RHQ-Northern Region**

- (i) Name: \_\_\_\_\_
- (ii) Date of Birth: \_\_\_\_\_
- (iii) Address for correspondence: \_\_\_\_\_  
\_\_\_\_\_
- (iv) Mobile No.: \_\_\_\_\_ Landline \_\_\_\_\_
- (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 & Organization	From	To	Period	
				Years	Month

Place:  
Date:

(Signature of Applicant)

**Undertaking**

I, here by 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: \_\_\_\_\_