



**INLAND WATERWAYS AUTHORITY OF INDIA
(MINISTRY OF SHIPPING, GOVT OF INDIA)**

**Head Office : A-13, Sector-1, Noida-201301
Phone : 0120-2544036 & 2521724, Fax : 0120-2521764**

Brief Employment Notice No : IWAI/SRC/1/2018 Dated 24/01/2018

Engagement of Consultant (Engineer) and Consultant (Procurement Specialist), one position each, on contractual basis, for a period of two years at IWAI.

Inland Waterways Authority of India (IWAI) an Autonomous Body under the Ministry of Shipping, Government of India intends to engage Consultants purely on Contractual basis initially for a period of two years for below mentioned position for setting up of Project Management Unit (PMU) for North Eastern Region (NER) for IWT Projects and invite application from interested and eligible candidates.

Position Code	Details of Position of Consultant
C14	Consultant (Engineer) – 1 Position at IWAI, Guwahati
C15	Consultant (Procurement Specialist) – 1 Position at IWAI, Guwahati

The closing/ last date for receipt of application is 24/2/2018, with application in prescribed proforma, to be addressed to the Assistant Secretary (SRC), IWAI, Noida, through registered post/ speed post. For further details as regards eligibility, etc. the website of IWAI viz www.iwai.nic.in may be visited..

**Sd/-
SECRETARY**



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- 2) The closing/ last date for receipt of application is 24/2/2018, with application in prescribed proforma, to be addressed to the Assistant Secretary (SRC), IWAI, Noida, through registered post/ speed post.
- 3) Further details as regards eligibility, terms of reference; duties and responsibilities, etc. of position wise contractual position are as under:

C.14: Consultant (Engineer)

- (i) Preparation of ToR and Bidding documents for Hiring of consultants for preparation of Detailed Project Report (DPR), including Marketing Study and Business Development Strategy.
- (ii) Preparation of ToR and Bidding documents for Hiring of consultants for EIA, SIA, EMP study.
- (iii) Assist in hiring of Consultants and implementation agencies.
- (iv) Co-ordination during site assessment etc.
- (v) Check the feasibility and adequacy of Civil Engineering Designs suggest by the consultant and propose latest engineering practices.
- (vi) Provide evaluation, oversight and co-ordination during preparation of DPRs by the consultants.
- (vii) General training of IWAI officials and the contractors on Civil work process and practices – class-room and on-site (including preparation of training material).

- (viii) Supervision and monitoring for ensuring compliance of prescribed civil engineering practices during execution of the project.
- (ix) Preparation of status/ monthly/ quarterly reports for the IWAI on civil works; preparation of compliance / completion reports of each phase; and review of reports submitted by the contractors and / or supervision consultants.
- (x) Co-ordination with other departments and agencies.
- (xi) Monitoring and documentation of the project related activities.
- (xii) Any other duties as may be assigned.

C.15: Procurement Specialist

- (i) Preparation of ToR and Bidding documents for Hiring of consultants for EIA, SIA and EMP study.
 - (ii) Preparation of ToR Bidding documents for Hiring of consultants for preparation of Detailed Project Report (DPR), including Market Study and Business Development Strategy.
 - (iii) Assist in hiring of Consultants and implementation agencies.
 - (iv) Co-ordination during site assessment etc.
 - (v) Provide evaluation, oversight and co-ordination during preparation of DPRs by the Consultant.
 - (vi) Compilation of data, report preparation and coordination with monitoring agencies.
 - (vii) General training of IWAI officials and the contractors on Procurement Processes and practices – class – room and on-site (including preparation of training material).
 - (viii) Preparation of checklists/ guidelines for sustainability of practices/ long term usage by IWAI.
 - (ix) Supervision and monitoring for ensuring compliance of prescribed procurement processes.
 - (x) Preparation of status/ monthly/ quarterly reports for the IWAI and the World Bank on procurement aspects; Preparation of compliance / completion reports of each phase.
 - (xi) Review of reports submitted by the contractors and / or supervision consultants.
 - (xii) Co-ordination with other departments and agencies.
 - (xiii) Any other duties as may be assigned.
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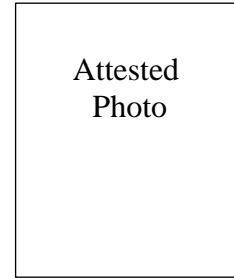
3(B) DETAILS OF QUALIFICATION FOR ENGAGEMENT OF EXPERTS TO SET UP A PMU FOR NER IN IWAI

Position Code	Details of Position of Consultant	Details of eligibility Criteria
C14	Consultant (Engineer) – 01 No at Guwahati	<p>Educational and Professional Qualification</p> <ul style="list-style-type: none"> • Graduate in Civil Engineering from any recognized Institution / university. • Post Graduate in Port and Harbor Engineering will be preferred. • Not less than 10 yrs. Of experience in planning designing and construction of engineering works for Infrastructure Projects (Preferably waterway, irrigation, flood protection, cross river structures such as dams and barrages, ports or similar projects) • Excellent command over the latest engineering practices for designing civil structures. • Ability to understand technical drawing, sketches, specifications etc. • Proficiency in use of Computers. • Age :- Maximum 65 years. • Remuneration :- Rs. 75,000 /- per month.
C15	Consultant (Procurement Specialist) – 01 No at Guwahati.	<p>Educational and Professional Qualification</p> <ul style="list-style-type: none"> • Graduate in Civil Engineering from any recognized Institution / university. MBA / Degree in Economics will be given preference. • Not less than 5 yrs. of experience in engineering works of Infrastructure Projects (Preferably waterways, irrigation, barrage, ports or similar linear projects) • Knowledge / understanding of the National / International market rules and procedures for procurement, including contract formulation and management. • Experience in procurement for large projects in transportation, waterways with World Bank Funding. • Familiarity with the procurement procedures in State Government, Central Government and the World Bank. • Ability to understand technical drawings and sketches. • Proficiency in use of computers. • Age :- 65 years • Remuneration:- Rs. 60,000 /-. per month.

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PROFORMA

APPLICATION FOR THE POSITION OF : _____
(CONTRACTUAL)
POSITION CODE : _____

1. Name in full (in Block Letters) :
2. Father's/Husband's Name :
3. Address for communication :
(with Pin Code, Telephone number & E-mail ID) :
4. Permanent Address :
5. (a) Date of birth (in Christian era) :
(copy of DOB certificate to be enclosed) :
(b) Age as on closing date of application :
6. Nationality :
7. Whether worked in any Central/State/UT/
Autonomous body/PSU/Port
Organization/Semi-Govt. with proof :
8. Educational/ Professional Qualification: (Starting from Matriculation or Equivalent
onwards)



Sr. No.	Examination Passed	Year	Name of Board / University	Class/Division	% of marks	Main subjects
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9. Experience : (Including present employment)

Sr. No.	Name of Employer	Designation of the post held & nature of appointment	Pay scale/Salary (CDA/IDA)	Date of Joining	Date of leaving and reasons for leaving	Nature of duties performed
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10. Languages known :
11. Any other information such as experience, training, publication etc. in support of suitability for the post :
12. Preference of place of posting :

UNDERTAKING

13. I hereby solemnly declare that the information given above is true and correct to the best of my knowledge age belief.

Place:

Date:

SIGNATURE OF THE APPLICANT