

ADVERTISEMENT FOR CALLING APPLICATIONS FOR APPOINTMENT OF INDIVIDUAL CONSULTANTS (IC) - FULL TIME ON CONTRACTUAL BASIS

IIFCL Project Limited (IPL), is a wholly owned subsidiary of India Infrastructure Finance Company Limited (IIFCL), a Government of India Enterprise. IPL was established in February 2012, with the main objective of providing Financial & Infrastructure Advisory services to various Central & State Government and its affiliates, Local Bodies and Private Developers. The Company has also been engaged in Capacity Building and Policy Advocacy services. The company caters to the demand for advisory services to projects across the spectrum of infrastructure sector including roads, highways, ports, airports, power including renewable, tourism, urban infrastructure like water supply & sewerage projects, solid waste management etc. IPL is currently engaging with several State Governments for providing infrastructure advisory services. IPL invites application from eligible individuals with requisite experience in the field of infrastructure for engagement as **Individual Consultants (IC) – Full Time** on contract basis through open market. These IC's are expected to be stationed at its Head Office in Delhi and/or any branch office and/or across various States wherein IPL is working or intends to work under mandate.

Details of the positions and terms & conditions as well as period of engagement, eligibility, experience, etc. are as under:

1. POSITIONS

Applicants having experience in the following areas as per the Individual Consultant (IC) code may apply:

- (i) IIFCL Projects Limited has been appointed as the National Program Management Unit for World Bank supported program for one of the Central Ministries of the Government of India. The programme aims at improving access to market and credit, strengthening institutions and governance at the Centre and State, improving Centre-State linkages and partnerships, addressing issues of delayed payments, and greening of MSMEs. The role of IIFCL Projects Limited is the overall implementation of the Program including establishing state linkages, monitoring and evaluation and to oversee its progress at the national level.
- (ii) In order to strengthen its NPMU, IPL is looking to fill up the following positions in Delhi:

IC CODE	POSITION	GRADE CODE	LOCATION
01	STATE PROGRAMME MANAGER	I/II	NEW DELHI
02	HEAD – KNOWLEDGE MANAGEMENT	I/II	NEW DELHI
03	FINANCE EXPERT	I/II	NEW DELHI
04	PROCUREMENT EXPERT	I/II	NEW DELHI
05	IT AND MIS EXPERT	I/II	NEW DELHI
06	PROJECT ASSOCIATE	I/II	NEW DELHI

- (iii) IIFCL Projects Limited is operating under Mumbai Regional Authority for providing financial advisory services for ongoing and upcoming infrastructure projects in the state of Mumbai. The following expertise is required for executing the assignment: -

IC CODE	POSITION	GRADE CODE	LOCATION
07	FINANCE EXPERT*	I/II	MUMBAI

**Candidates proficient in reading, writing and speaking Marathi shall be preferred.*

- (iv) IIFCL Projects Limited is providing services as a Strategic Advisor through its Project Management Unit with State Government authorities in the state of Meghalaya. The Company provides extensive advisory in project preparation, transaction structuring and consultancy for developing viable and sustainable infrastructure in these states.

IC CODE	POSITION	GRADE CODE	LOCATION
08	FINANCE EXPERT	I/II	MEGHALAYA (SHILLONG)

- (v) IIFCL Projects Limited (IPL) is operating a PMU in the office of Tamil Nadu Infrastructure Development Board (TNIDB) **which is** the nodal agency for Infrastructure development in the state of Tamil Nadu. The PMU is **primarily** assisting TNIDB in advising **various agencies for implementation of projects across the infrastructure sub-sectors** in the state. The PMU is also supporting TNIDB in fulfilment of **its** roles **as a** coordinating agency for the Phase -1 of Chennai City Partnership Project (*a Multi-sector program being implemented as a Program for Results financing from World Bank and AIIB*). In order to strengthen its PMU, IPL is looking to fill up the following positions in Chennai:

IC CODE	POSITION	GRADE CODE	LOCATION
09	TRANSPORT ANALYST	I/II/III	CHENNAI
10	URBAN DEVELOPMENT ANALYST	I/II/III	CHENNAI
11	TOURISM ANALYST	I/II/III	CHENNAI
12	LAND VALUE CAPTURE ANALYST	I/II/III	CHENNAI
13	PROCUREMENT ANALYST	II/III	CHENNAI

- (vi) IIFCL Projects Limited (IPL) is operating a PMU in the office of Finance Department, Government of Tamil Nadu. The PMU is **primarily** assisting Finance Department in **mobilising resources for various beneficiaries across all sectors** in the state. The PMU is also supporting the Finance Department in obtaining funds that are on offer through various schemes, from the Government of India. The PMU is staffed by resources in Chennai as well as Delhi as part of its scope to provide coordination between the State and Central ministries/departments. In order to strengthen its PMU, IPL is looking to fill up the following positions in Delhi:

IC CODE	POSITION	GRADE CODE	LOCATION
14	ANALYST	I	NEW DELHI

Candidates are required to explicitly state the ‘IC Code’ and ‘Grade Code’ against which they are applying as asked for at page no 1 of Detailed application format.

2. REMUNERATION

Remuneration of the Individual Consultant(s) shall be made within the corresponding band as per the following grades based on number of years of post-qualification relevant experience.

Grade Code	Grade	Post – Qualification Relevant Experience in years	Maximum Age as on 30.09.2022	Remuneration Range* (INR per month)
01	Consultant Grade 1	3 - 8	45	80,000 - 1,45,000
02	Consultant Grade 2	8 – 15	50	1,45,000 – 2,65,000
03	Senior Consultant	15 and above	62	2,65,000 - 3,30,000

** The remuneration for the selected candidates shall be decided based on his/her expectations, experience and expertise. The decision of IPL shall be final and binding in this regard.*

3. TA/DA

The Consultants shall be allowed to undertake domestic/foreign tours as required by their duties for which TA DA and Hotel Accommodation shall be paid as per company policy.

4. ACADEMIC QUALIFICATIONS AND PROFILE

01. STATE PROGRAMME MANAGER

<u>Qualification</u>	<u>Post Qualification Experience</u>
<p><u>Essential:</u></p> <p>MBA/Masters/Post Graduate diploma in Business Management or equivalent qualification/ Master’s in economics or equivalent qualification from a recognised national/international institute</p>	<ul style="list-style-type: none"> ▪ At least 8 years of post-qualification experience in Designing / Implementation of State level Projects in Social Infrastructure/Urban Infrastructure/MSME sector/Livelihood programs and/or experience of managing Technical Assistance/ Loan assistance/ Programme Development Loan/State Program Implementation Unit/PMUs for various development programs/GOI schemes. ▪ Out of above total experience, at least 5 years of post-qualification experience in working for State Governments in hand holding and running Government of India/ State Government programmes. <p>Working for MSME cluster development projects or MSME Programs with knowledge of existing MSME schemes such as CGTMSE/CLCS will be preferred.</p>

02. HEAD – KNOWLEDGE MANAGEMENT

<u>Qualification</u>	<u>Post Qualification Experience</u>
<p><u>Essential: -</u></p> <p>Post graduate degree from a recognised National/International Institute in Economics/ Statistics/ Public Policy OR MBA/Masters /Post graduate diploma in Business Management or equivalent</p>	<ul style="list-style-type: none"> ▪ At least 5 years of experience in the knowledge management sector in writing reports and presentations with clear, concise, and impactful messages/maintaining information portals/content development/designing programme and related reports. ▪ Experience in the relevant areas in MSME sector will be preferred ▪ Familiarity with advanced statistical analysis tools will be preferred. <p>Good communication and strong Microsoft Office skills – written and oral</p>

03. FINANCE EXPERT

<u>Qualification</u>	<u>Post Qualification Experience</u>
<p><u>Essential: -</u></p> <p>CA/ MBA in Finance or equivalent qualification from a premier National/International institute.</p>	<ul style="list-style-type: none"> ▪ At least 10 years of experience in facilitating /providing access to finance for micro enterprises/handling credit portfolios for assisting MSMEs with Banks/MFIs/FIs/NBFCs/programmes financed by government programmes/Multilateral Development Programs

04. PROCUREMENT EXPERT

<u>Qualification</u>	<u>Post Qualification Experience</u>
<p><u>Essential:</u></p> <p>Master's degree or equivalent, in Business Administration/ Economics/Engineering OR Bachelors' degree in Business Administration, Economics, Engineering or other related fields combined with specialized experience in MSME sector projects may be considered in lieu of a Master's degree.</p>	<ul style="list-style-type: none">▪ At least 8 years of experience in preparing bid documents including EOI, RFPs, Concession agreements, procurement-related documents and reports as per the World Bank norms.▪ Experience of handling procurement guidelines of Multi-Lateral Development Banks (MDBs).▪ Experience of managing procurement activities and contract management in government projects/SME assignments/ IT Service contracts would be preferred.

05. IT AND MIS EXPERT

<u>Qualification</u>	<u>Post Qualification Experience</u>
<p><u>Essential:</u></p> <p>Masters/Post graduate diploma in IT/B.Tech or B.E in Computer Science or equivalent qualification from a premier National/International Institute</p>	<p>Minimum of 10 years of experience in systems and software development which includes at least 6 years of experience in Portal and MIS development, Dashboard for Govt. of India/MSME Portals/SMEs/Banks/FIs.</p>

06. PROJECT ASSOCIATE

<u>Qualification</u>	<u>Post Qualification Experience</u>
<u>Essential: -</u> Graduates/ Postgraduate in Management or equivalent qualification from recognized National/International universities.	Minimum 3 years of job experience. Proficient in the use of word/ excel/ PowerPoint etc.

07. FINANCE EXPERT (MUMBAI)

<u>Qualification</u>	<u>Post Qualification Experience</u>
<u>Essential: -</u> CA/CFA/CMA/ MBA in Finance or equivalent qualification from a premier National/International institute	At least 6 years of experience in Credit Appraisal and financial modelling with respect to infrastructure project financing/fund raising/borrowing from markets/related documentation with fair knowledge of International Accounting and Audit Standards

08. FINANCE EXPERT (SHILLONG)

<u>Qualification</u>	<u>Post Qualification Experience</u>
<u>Essential: -</u> CA/CFA/CMA/ MBA/ Post graduate diploma in Business Management or equivalent qualification from a premier National/International institute	<ul style="list-style-type: none">▪ At least 5 years of experience in Infrastructure Consulting/ Advisory experience involving preparation of Feasibility Reports or Detailed Project Report/Project Structuring/ Credit Appraisal/Transaction Advisory/ Bid Process management services to Government Entities for Infrastructure/ Tourism Projects preferably on PPP Projects.

09. TRANSPORT ANALYST

<u>Qualification</u>	<u>Post Qualification Experience</u>
<p><u>Essential:</u> -</p> <p>Master's in planning/Engineering or equivalent</p> <p><u>Desirable:</u> Graduate in Engineering.</p>	<p>Must have experience in Urban Transport projects, City Mobility Plans, Smart Mobility projects.</p> <p>Experience of working on IT based solutions in the field of urban transportation or IT based unified transit payment/access solution or Web/mobile apps for urban transport project will be preferable. A wholistic experience in planning/designing/implementation of various transportation interventions such as Urban Transit, Para Transit, E-mobility solutions, Green urban mobility, TOD etc. for urban areas is desirable.</p>

10. URBAN DEVELOPMENT ANALYST

<u>Qualification</u>	<u>Post Qualification Experience</u>
<p><u>Essential:</u> -</p> <p>Bachelor of Economics or Master of Management or Planning or Engineering or Technology or Architecture or equivalent</p> <p><u>Desirable:</u> Bachelor of Engineering or Technology or Planning or Architecture</p>	<p>Experience of working on Urban Governance Projects, City Development Plans (CDP), Urban Infrastructure Projects/ Smart City Plans</p> <p>Experience of working as per part of PMU with Central Government/State Government or its entities is preferable</p> <p>Working for MSME cluster development projects or MSME Programs with knowledge of existing MSME schemes such as CGTMSE/CLCS will be preferred.</p>

11. TOURISM ANALYST

<u>Qualification</u>	<u>Post Qualification Experience</u>
<p><u>Essential:</u> -</p> <p>B MBA/ M.E/ M. Tech/ M. Plan/ MBE /MFC/ 2 years PGDM or PGDBM /CA</p>	<p>Experience in preparation of Revenue Model, Financial Modelling and Feasibility Reports/ Detailed Project Report for Infrastructure Projects especially in PPP mode/ Project Structuring/Transaction Advisory, Bid Process management services to Government Entities for Tourism projects.</p> <p>OR</p> <p>Experience in Infrastructure Consulting/ Advisory experience involving preparation of Feasibility Reports/ Detailed Project Report /preparation of Cost estimates/ Area Planning/ Demand Assessment/ for Tourism Projects preferably on PPP</p>

12. LAND VALUE CAPTURE ANALYST

<u>Qualification</u>	<u>Post Qualification Experience</u>
<p><u>Essential:</u> -</p> <p>MBA/ M.E/ M. Tech/ M. Plan/ MBE /MFC/ 2 years PGDM or PGDBM /CA.</p>	<p>Experience in preparation of Revenue Model, Demand Assessment, Financial Modelling and Feasibility Reports/ Detailed Project Report / Project Structuring/Transaction Advisory, Bid Process management services to Government Entities for commercial infrastructure projects/ land development projects.</p> <p>Experience in advisory for Land monetization projects, best use studies for land parcels or real estate development projects supporting Infrastructure creations especially on PPP mode, experience with instruments for Land Value Capture such as Tax Increment Financing,</p>

	Betterment levy, Transferable Development Rights, Value Capture Financing etc. shall be preferable
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13. PROCUREMENT ANALYST

<u>Qualification</u>	<u>Post Qualification Experience</u>
<p><u>Essential:</u> -</p> <p>Bachelor of Engineering or Technology or equivalent</p> <p><u>Desirable:</u></p> <p>Master's Degree/ Postgraduate in any discipline.</p>	<p>Experience of procurement of consultancy services, or Civil works projects in infrastructure sector granted by the Government of India, World Bank, ADB and any other international funding agencies, State Governments or its PSUs, Central PSUs for providing procurement management support services in accordance with the respective procurement guidelines shall only be considered as eligible experience. Must have experience in drafting bid documents, contract preparation, bid process management, contract negotiations.</p> <p>Must have knowledge in procurement procedures & guidelines for projects funded by Multilaterals (World Bank, ADB etc.).</p> <p>Experience of working on procurement advisory as per the procurement acts & rules of Government of Tamil Nadu will be preferred.</p>

14. ANALYST

<u>Qualification</u>	<u>Post Qualification Experience</u>
<p><u>Essential:</u> - Graduate Degree in any discipline</p> <p><u>Desirable:</u> Master's degree in management</p>	<p>Experience in working with any of the Government ministries/ departments on various Government schemes is required</p> <p>Experience of working with Government Departments/ entities for projects in multiple sectors is required</p> <p>Experience of working on Advisory and/or Consultancy services to Government Entities for projects in multiple sectors is preferable.</p>

Note:

- i. The Word '***Infrastructure***' shall expressly mean, the sub-sectors defined under the Harmonised Master List of Infrastructure Sub-Sectors issued by Department of Economic Affairs, Ministry of Finance Government of India, as updated from time to time.
- ii. In addition to sub- sectors defined under the Harmonised Master List of Infrastructure Sub-Sectors issued by Department of Economic Affairs, Ministry of Finance Government of India, the word "Infrastructure" shall also include Sectors given under Schedule I of Tamil Nadu Infrastructure Development Act, 2012. The act may be referred to at the website of TNIDB." **(For positions at Chennai Location Only)**
- iii. All qualifications should be recognized by UGC/AICTE/AIU (GOI). Further, in case of qualification acquired from foreign (international) Institute/ University, the same may be treated at par with qualification offered by Indian Institutes/ Universities provided the candidates are able to produce equivalency certificate for such qualification from Competent Authority.

5. NATIONALITY / CITIZENSHIP

Applicants must be a Citizen of India.

6. SELECTION PROCEDURE

The Selection would be done by way of Interview. Merely satisfying in eligibility norms does not entitle an applicant to be called for Interview. IPL reserves the right to call only the requisite number of candidates for the Interview after preliminary screening / shortlisting with reference to candidate's qualifications, experience, suitability, business requirement etc.

IPL will call only those candidates who match the requirements of the company for a grade, position as indicated in the application form. An applicant applying in a higher grade shall not make him/her automatically eligible for a grade lower to the one applied for, **Applicant has to apply separately for each IC Code and Grade Code.**

Shortlisted applicants shall be required to attend interview(s) in Delhi or online mode as may be decided by the Company in its absolute discretion. IPL shall not reimburse any expenditure incurred by the applicant for appearing for the said interview(s).

IPL reserves the right to appoint none, one or more IC in any of the aforesaid IC Code.

7. PERIOD OF APPOINTMENT

Initial engagement will be for a fixed period of two years which may be extended by one year at a time upto a maximum tenure of five years i.e. 2+1+1+1 years for providing high quality services on specific projects as per requirement of the verticals. However, continuation beyond first and subsequent year would be contingent on a satisfactory annual performance review based on clearly defined key performance indicators or and the requirements of the company.

8. NATURE OF APPOINTMENT

Appointment will be on Contractual and Full-Time basis during which the selected candidate is not allowed to take up any appointment/engagement/assignment anywhere else.

9. MODE OF SUBMISSION

Applications as per the given format along with copy of the 1) Detailed Advertisement Notice, 2) Terms and Conditions Sheet given in **Annexure 2** of the Application Form duly signed by the applicant as token of acceptance of the terms & conditions of the

process and appointment should be sent by **post** only at the address given below:

Manager – Human Resources

IIFCL Projects Ltd

5th Floor, Plate-A,
NBCC Tower, Block – 02,
East Kidwai Nagar
New Delhi-110023

All pages of the application should be signed by the applicant and placed in an envelope. The envelope should be **superscribed with the IC Code, and Grade Code**. Format for Outer label is given at **Annexure 3** of the Application Form.

10. SUBMISSION OF APPLICATIONS

The applications complete in all respects should reach on or before **11/11/2022** at the address given above. For the candidates staying abroad and for those posting applications from Andaman & Nicobar Islands, Lakshadweep, Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Union Territories of Jammu & Kashmir, Ladakh, Lahual and Spiti district of Himachal Pradesh, the last date for receipt of applications will be **18/11/2022**. Any application received after the last date will not be entertained by IPL.

11. GENERAL CONDITIONS

- i) Any resultant dispute arising out of the advertisement shall be subject to the sole jurisdiction of the courts situated in Delhi only.
- ii) IPL reserves the right to modify/amend/revise/cancel any or all of the provisions of the selection process if need arises, without any further notice & without assigning any reason thereof.
- iii) IPL shall have the right to cancel the process of hiring of IC's at any time without thereby incurring any liabilities to the affected applicant.
- iv) IPL reserves the right to reject any or all applications without assigning any reason(s) thereto.
- v) In case it is detected at any stage of the process that an applicant does not fulfil the eligibility norms and/or that he/she has furnished any incorrect / false information / certificate / documents or has suppressed any material fact(s),

his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after appointment, his/her services are liable to be terminated without any compensation thereof.

vi) Candidates found to have engaged in canvassing of any kind may be disqualified.