



# Himachal Pradesh Power Corporation Limited

(A State Government Undertaking)

Himfed Building, New Shimla-171009

Phone No. 0177-2670633, 2671831

CIN-U4010HP2006SGC030591

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## ADVERTISEMENT FOR APPOINTMENT OF INDIVIDUAL CONSULTANT(s) (CIVIL) IN HIMACHAL PRADESH POWER CORPORATION LIMITED, SHIMLA

The Himachal Pradesh Power Corporation Limited invites applications to appoint Individual Consultant(s) (Civil) to assist the Civil Contract cell of HPPCL in the following matters in context of HPPCL 's perspective:

- i) Provide assistance in the preparation and finalization of Bidding Documents for engaging contractors for the various projects allotted to HPPCL.
- (ii) Provide advice on contractual interpretations, arbitration matters and replies to audit paras of ongoing / investigation projects.
- (iii) Provide consultancy/ assistance in the preparation and finalization of Bidding Documents for Construction of Check Dam on Giri River for augmentation of water supply to Shimla City.
- (iv) Provide assistance and facilitate dealing with routine works of Civil Contracts Cell, Processing of post award cases including contractual clarifications, Dispute Board/ Arbitration, vetting of replies from contractual point of view, to be filed before Dispute Boards, Arbitral Tribunals & Courts etc., cases pertaining to Alternate Dispute Resolution Cell (ADRC), Replies to various audit paras, Preparation of Memoranda for approval of BoDs etc., Preparation of Bidding documents of various work packages, Processing of EoT cases, Any other miscellaneous works which may be assigned in the interest of HPPCL from time to time.

The persons of experience, ability, integrity and standing who have adequate knowledge of and have shown capacity in dealing with problems relating to the said fields and retired/retiring at the level Assistant Engineer, Sr. Executive Engineer, Superintending Engineer and Chief Engineer in a utility or equivalent position under the Government may apply through the procedure specified..

For details of qualifications, terms of appointment of the Individual Consultant, kindly visit HPPCL website: <http://www.hppcl.in>.

The interested candidates may send their applications alongwith certified '**Curriculum Vitae**' to the Director (Personnel), Himachal Pradesh Power Corporation Limited, BCS, New Shimla-171009, latest by **24.01.2019 upto 5.00 P.M.**

Only shortlisted candidates shall be called for interview.

-Sd/-

**Director (Personnel)**

**TERMS OF REFERENCE FOR APPOINTMENT AS  
INDIVIDUAL CONSULTANT IN CIVIL CONTRACT  
CELL OF HPPCL**

**Terms of Reference for Individual Consultant(s) Retired from  
the level of SE/CE**

- (i) Provide assistance in the preparation and finalization of Bidding Documents for engaging contractors for the various projects allotted to HPPCL.
- (ii) Provide advice on contractual interpretations, arbitration matters and replies to audit paras of ongoing / investigation projects.
- (iii) Provide consultancy/ assistance in the preparation and finalization of Bidding Documents for Construction of Check Dam on Giri River for augmentation of water supply to Shimla city.

**Terms of Reference for Individual consultant(s) Retired from  
the level of AE/Sr. Xen**

The role of consultant will be to assist and facilitate dealing with routine works of Civil Contracts Cell, processing of post award cases including contractual clarifications, Dispute Board/ Arbitration, vetting of replies from contractual point of view, to be filed before Dispute Boards, Arbitral Tribunals & Courts etc., cases pertaining to Alternate Dispute Resolution Cell (ADRC), Replies to various audit paras, Preparation of Memoranda for approval of BoDs etc., Preparation of Bidding documents of various work packages, Processing of EoT cases, Any other miscellaneous works which may be assigned in the interest of HPPCL from time to time.

**TERMS & CONDITION OF APPOINTMENT AS  
INDIVIDUAL CONSULTANT IN CIVIL CONTRACT  
CELL OF HPPCL**

1. The individual consultant should not be a direct employee of the any Govt./Semi Govt./ PSUs/private firms which has direct /indirect mutual or clash interest with HPPCL and preferably should be retired/ retiring employee of a Govt./Private Organization. The selected consultants shall require furnishing an undertaking regarding this on the date of their joining in HPPCL.
2. During the term of engagement, the individual consultant shall devote full attention to the performance of the services and shall at all time act with due diligence and efficiency and in accordance with the scope of work.
3. All reports, notes, drawings, specifications, statistics, plans and other documents and data compiled or made by the Individual consultant while performing the service shall be the property of HPPCL and upon termination of the engagement shall be disposed of as the HPPCL shall direct. In case consultant shall not use the same for purposes unrelated to services without the prior approval of the HPPCL.
4. The Individual consultant shall maintain the confidentiality of any commercial or proprietary information of the work assigned that he/ she may have received from the HPPCL or any other entity.
5. After the conclusion of the term of agreement the consultant shall not without the consent of the HPPCL engage in subsequent work on in connection with the Project or arising out of the Project provided, however, that such consent shall not be unreasonably withheld.
6. The assignment given to the Individual consultant will be time bound; however the consultant shall have be in the office between 10 AM to 5 PM to constitute a Manday.
7. If the assignment given to the individual consultant is found unsatisfactory, the HPPCL reserve the right to terminate the appointment with a notice period of 15 days.

8. In case the consultant is not willing to carry on his/her services, he shall also promptly notify the same in writing with a notice period of 15 days.
9. The HPPCL will review the performance of the selected consultant and the extension, if, any shall be based on the recommendations of the selection committee.
10. The individual consultant shall be required to provide his/her services for minimum 20 days per month; and which may increase subject to requirement of works.
11. The consultants shall be engaged initially for a period of six month and which may be extended on the basis of performance of individual consultant by the Managing Director.
12. The services will normally be performed in Civil Contract Cell at HPPCL Corporate office at Shimla-171009. However, the Consultant(s) may be required to be at project sites as and when required.
13. The consultant shall commence the services from the date of signing of contract, (Such date being hereinafter called” the date of commencement”).
14. The consultant shall be entitled to the charges on account of providing consultancy service, Field Inspection, Travelling, Boarding and Lodging as described below:-

Sr. No.	Particulars	Terms of Payment	Charges Payble	Remarks
1	Regulation of remuneration for consultancy	i) For working of 8 hrs or more (Full daily) OR For outstation for attending meetings and	₹ 4000/- Per day for Officers retired at the level of CE/SE  ₹ 3000/- per day for Officers retired at the	This rate shall be applicable for the total number of days spent for attending the meeting/official works and for journeys days , 50% of the charges payable per days shall be

		official works etc.	level of AE/Sr.Xen	provided that journey period is more than six hours.
	Travelling, Boarding & Lodging Charges	For traveling outside their local station	As per entitlement to the HPPCL Executives equivalent to post of AE/Sr. Xen/SE/CE , as the case may be based on the post, the individual consultant has last retired from.	Subject to production of documentary evidence and verification thereafter

The Payment, travelling/ daily allowance and other expenses shall be paid within 20 (Twenty) days from HPPCL's receipt of the consultant's billing.

- 15.No fees, gratuities, rebates, gifts, commissions or other payments, other than those shown above under the Point No. 14 shall be given or received in connection with the selection process or the contract for consultancy in execution.
- 16.Any notice or request required or permitted to be given or made under this contract shall be in writing in English OR Hindi. Such notices or request shall be deemed to be duly given or made when it shall have been delivered by hand, mail to the party to which it is required to be given or made at such party's address as specified in the Contract document signed between both HPPCL and the Individual consultant.