

DATE OF ADVERTISEMENT: 03.06.2020

NATIONAL HIGHWAYS & INFRASTRUCTURE DEVELOPMENT CORPORATION LIMITED
(A Public Sector Undertaking under the Ministry of Road Transport & Highways,
Govt. of India)

PTI Building, 3rd Floor,
4, Parliament Street,
New Delhi-110001

NOTICE INVITING APPLICATIONS FOR EMPANELMENT AS SPECIAL PROJECT MONITOR (SPM)

The National Highways & Infrastructure Development Corporation Ltd (NHIDCL) has been mandated for development and maintenance of the National Highways, Bridges, Tunnels and other Infrastructure works like construction of buildings, Multi Modal Logistics Park, Multi Level car parking, Bus ports, water supply work, waste water management etc. There is need for third party checks/inspection of works at regular intervals for effective monitoring and implementation of projects. NHIDCL therefore feels that the services of officers of the rank of Chief Engineer (CE) & above for e.g. Engineer-in-Chief (E-in-C), Additional Director General (ADG), Director General (DG) who have retired from service can be gainfully utilized. For this purpose a panel of Special Project Monitors (SPM) shall be prepared and empanelled members shall be assigned, various tasks related to NHIDCL projects from time to time as and when required.

The SPM shall be qualified civil engineers with experience in the field of supervision of construction of roads, bridges, tunnels & other Infrastructure works as mentioned above. The individuals shall have knowledge of relevant Specifications of IRC codes and standards, BIS or other international standards for Road, Bridge, tunnel and other infrastructure works. The individuals should also have knowledge of specification & standards followed by Ministry of RT&H, CPWD etc related to infrastructure projects. The detail Eligibility Criteria for SPM is as under;

- (i) Degree in Civil Engineering.
- (ii) The person should have retired from the post of Chief Engineer (CE) or equivalent (CGM, ED) and above from MoRTH (CES), CPWD, NHAI, NHIDCL, MES, BRO, PWD, IA(Corps of Engineer) etc. Persons due for retirement in next 3 months i.e. till 30 Sep 2020 can also apply.
- (iii) The person should have experience in execution/planning/monitoring of infrastructure projects in India / abroad.
- (iv) The maximum age for SPM is 70 years. The SPM shall be empanelled initially for a period of 2 years to a maximum limit of 70 years.
- (v) He shall have unblemished record,
- (vi) Persons against whom disciplinary proceeding, vigilance or criminal cases are pending are not eligible.

Last date for submission of Application: 30.06.2020

For detailed Terms and Conditions please visit-www.nhidcl.com.

The duly filled application form may be submitted through post or email on or before 30.06.2020 on the following address & mail.

Shri Ak Jha
DGM (T), NHIDCL
2nd Floor, PTI Building,
4 Sansad Marg ,
New Delhi -110001

Email: dgmarunachal543@gmail.com

and

ed1@nhidcl.com

NOTE 1: Any change or amendment to this Circular will be posted on the NHIDCL Website only.

NOTE 2: Incomplete applications or those received after the prescribed date shall be summarily rejected.

NOTE 3: Persons who had earlier applied against Notice dated-02.12.2019 need to submit fresh applications.

TERMS OF REFERENCE FOR EMPANNELEMENT OF SPECIAL PROJECT MONITORS (SPM)

1. INTRODUCTION:

The National Highways & Infrastructure Development Corporation Ltd (NHIDCL) has been mandated for development and maintenance of the National Highways and other Infrastructure works like Multi Modal Logistics Park, Multi Level car parking & Bus port etc. There is need for third party checks/involvement in monitoring of projects aforementioned and accordingly, NHIDCL therefore feels that the services of officers of the rank of Chief Engineer (CE) & above for e.g. Engineer-in-Chief (E-in-C), Additional Director General (ADG), Director General (DG) who have retired from Government service can be gainfully availed.

NHIDCL at times faces issues relating to delay in completion, inadequate provisions in the project & poor performance of the contractors or Consultants. In order to avoid such issues, it is found prudent to have monitoring of the projects through independent monitors. NHIDCL has accordingly, decided to empanel Special Project Monitors (SPM).

For this purpose, a panel of the Special Project Monitors (SPM) shall be prepared and empanelled members shall be assigned various tasks related to the identified project(s) to be assigned to them.

2. ELIGIBILITY CRITERIA FOR SPECIAL PROJECT MONITORS:

Qualified Civil Engineers with experience in Supervision and Construction works of roads, bridges, tunnels & Infrastructure are proposed to be empanelled. The individuals shall have knowledge of "Specifications for Road and Bridge Works" published by Indian Road Congress on behalf of the Ministry of Road Transport & Highways and other relevant IRC codes and standards and BIS or international standards cited therein. Eligibility criteria for the SPM is as under:

- (i) Degree in Civil Engineering.
- (ii) The person should have retired from the post of Chief Engineer (CE) or equivalent (CGM, ED) and above from MoRTH (CES), CPWD, NHAI, NHIDCL, MES, BRO, PWD, IA(Corps of Engineer) etc. Persons due for retirement in next 3 months i.e. till 30 Sep 2020 can also apply.
- (iii) The person should have experience in execution/planning/monitoring of infrastructure projects in India /abroad.
- (iv) The maximum age for SPM is 70 years. The SPM shall be empanelled initially for a period of 2 years to a maximum limit of 70 years.
- (v) He shall have unblemished record,
- (vi) Persons against whom disciplinary proceeding, vigilance or criminal cases are pending are not eligible.

The SPM will be required to furnish their CVs including documentary proof of age, qualification and experience, their written consent and availability in the prescribed format at **Annexure-I along with an affidavit as per Annexure-II.**

The empanelment of Special Project Monitors shall be following "Search cum Selection Method" by a committee constituted by competent authority of NHIDCL.

3. SCOPE OF WORK

The SPM is expected to examine the following and submit a report after the site inspection as per **Annexure-III** to Director (Technical) with a copy to ED (P), NHIDCL of the concerned project:

- i. Assessment of Quality of works and services provided by the Contractor and Authority Engineer.
- ii. Identification of bottlenecks in the ongoing project and suggest measures for timely completion.
- iii. Preparing a list of work activities to be crashed to mitigate delays and the additional resources to be mobilized for crashing the activities.
- iv. Reviewing the performance of "new materials" and "Innovative technologies "and making specific comments about the adequacy of the framework for monitoring performance with recommendations for improvement, if any.
- v. Preparing a list of non-conforming works, holding coordination meeting with Contractor, Project Manager, Supervision Consultant / Authority's Engineer, to discuss and arrive at an agreed list of non-conforming works, formulate remedial measures and work out timelines. The report should contain the record of discussions and specific recommendations of the SPM.
- vi. Reviewing the Office Set up of Authority's Engineer including the competence of Technical Personnel Deployed.
- vii. Identifying best practices and documenting them clearly in a separate section in the report.
- viii. Identification of system flaws in the quality assurance process and ways to improve them.
- ix. Inquiry into the complaints/ allegations, specifically entrusted by the Authority, related to work, services or any other matter pertaining to Contractor, Authority's Engineer (AE) or any related party.
- x. Checking of slope protection measures, if any considered in the project and adequacy w.r.t the actual requirement at site.
- xi. Suggest measures to improve road safety by identification of accident spots and faults due to geometric design along the National Highways and suggest their remedial measures.
- xii. Checking of the DPR prepared by the DPR consultant with respect to the provision taken and their adequacy at the site.
- xiii. Inadequacies, if any in the technical provisions made for the project.
- xiv. Any other special task assigned by competent authority of NHIDCL from time to time.

4. IMPLEMENTATION ARRANGEMENTS:

The SPM once assigned the project(s) shall be required to undertake inspection of the assigned project(s). The SPM will be assisted in his independent evaluation of the project by the concerned officers of NHIDCL. The tests for quality control, if desired by SPM, shall be carried out in either of the following:

- i. **Field laboratories established by the contractor.**

- ii. **For specific tests: Testing to be done in District/ Regional/ State level laboratories of the employer/ NABL accredited labs/ Government Engineering Colleges.**

NHIDCL shall provide full support in performing task assigned to SPM, including support in taking samples, transportation of samples to the laboratory and testing in presence of representative of implementing authority. NHIDCL shall also bear all associate expenses. The Special Project Monitor (SPM) shall have complete access to the documents pertaining to the project and for this purpose he shall be assisted in his independent evaluation by concerned GM (P) of NHIDCL.

5. REPORTING:

The SPM is expected to submit an 'Observation Note' to Director (Technical), NHIDCL for the information and necessary action of NHIDCL. The Observation Note shall cover status/action on all the (i) to (xi) aspects described in Para 3 above. A sample format for 'Observation Note' is attached as Annexure-II

6. FACILITIES:

SPM inter alia, shall make his own arrangement for travel, accommodation, transportation etc. The expenditure incurred on travel and accommodation will be reimbursed as per the guidelines mentioned in the financial aspect, below. He shall not avail of any hospitality or services from the Contractor or AE, save and except specifically, permitted by NHIDCL. Transport from nearest Airport/station to project site and back shall be provided by the PMU of NHIDCL.

7. NUMBER OF INSPECTIONS IN A MONTH:

SPM shall inspect three to four works in a month and maximum number of days of site visit shall not exceed 12 per month. Further, SPM shall inspect one project only once and second inspection shall not be carried out without prior clearance from NHIDCL.

8. FINANCIAL ASPECTS:

The SPM shall submit bills to the concerned RO of NHIDCL along with the Report, who shall release the payment out of the contingency of the project.

Sr. No.	Particulars	Amount
1.	Per day Fee during working period	Rs. 15,000/- (Honorarium)+, Rs. 2,000/- (D.A.)
2.	Lodging Boarding charges per day	Rs. 7,500/- (metro cities), Rs. 5,000/- (other cities)
3.	Travelling Expenses	Economy class air fare/first class AC railway fare / AC taxis fare for to and fro journey from place of residence to nearest Airport / Station and back.
4.	Per day fee during journey period	Rs. 1,000/- (DA)

9 . EVALUATION OF PERFORMANCE:

Periodic feedback of the performance of Special Project Monitor shall be preserved by NHIDCL. The Reports / Performance of the SPM shall be periodically reviewed by NHIDCL. In case of unsatisfactory performance / actions prejudicial to fair and transparent conduct or violation of terms of engagement, NHIDCL may consider debarment / blacklisting of the Special Project Monitor.

(AK Jha)
DGM (T), NHIDCL, HQ

**Format of Curriculum Vitae (CV)
(For Empanelment as Special Project Monitor)**

**Affix recent
photograph**

A. Personal Details		
1.	Name	
2.	Date of Birth (dd/mm/yyyy)	
3.	Correspondence Details	
	Address	
4.	Mobile Number	
5.	Alternate Contact Number	
6.	E-mail Address	
7.	Organisation from which retired	
8.	Post from which retired	
9.	Date of Retirement	
10.	Membership of Professional Bodies	

B. Qualification (Graduation and above)				
Sr.No.	Year of Passing	Degree/Qualification	Institution/ University	Discipline
1.				
2.				
3.				
Other Training, if any				

C. Employment Details of 20 Years Prior to Date of Retirement						
SL	Employer/ Organization	Post/Designation	Duration		Location/place of posting	Brief Description of Duties and Responsibilities
			From	To		
1.						
2. 3.						
4.						

D. Work Experience After Retirement Date						
S.No	Employer/ Organization	Post/Designation	Duration		Location/place	Brief Description of Duties and Responsibilities
			From	To		
1.						
2.						
3.						
4.						

DECLARATION

I hereby declare that:

1. The information furnished above is correct.
2. The undersigned has not been debarred/blacklisted by any Government (Centre/State)/PSU or any other Organization.
3. It is also certified that at the time of superannuation, no disciplinary proceedings and/or vigilance cases and/or criminal cases were pending nor have they been initiated against me after retirement superannuation.

I, the undersigned, certify that to the best of my knowledge and belief, this Bio-Data furnished by me correctly describes my educational qualifications, my experiences and about myself. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if empanelled as SPM by NHIDCL.

Signature of the Candidate

(Name of the Candidate)

Date:

Guidelines for Furnishing Information in the Format of CV

1. Information should be filled in capital letters.
2. All the testimonials enclosed (documentary proof regarding age, qualification and experience) in favour of the statements made in the above CV format shall be self-attested.
3. In item No. B, the details of qualifications for only graduation and above level should be mentioned. The clear mentioning about the discipline and specialization, if any, should be made.
4. Under item No. C, the description of duties and responsibilities of every post/organization/duration for the period 20 years prior to retirement, should be furnished in the given format compulsorily.
5. Under item No. D, candidates who have retired early/sometime back, the description of duties and responsibilities of all the years after retirement till the date of application for engagement as SPM should be furnished.

Note - Interested person who had earlier applied in response to advertisement date- 02.12.2019 for SPM by NHIDCL shall need to apply afresh.

Affidavit

of Mr./Ms. _____
(on Rs. 100/- non-judicial paper)

To
Managing Director
National Highways & Infrastructure Development Corporation Ltd. (NHIDCL)
Floor, PTI Building,
4, Parliament Street
New Delhi-110001

Sir/Madam,

I Mr/Ms. _____ S/o / D/o) _____ aged _____
years and residing at _____
do hereby solemnly affirm and sincerely state the following:

I state that I am currently not associated with any contractor/concessionaire/consultant and willing to render my service as SPM with high ethical standards and integrity.

The above mentioned facts are true and correct to the best of my knowledge and belief.

Signature of the Deponent
(Name of the Deponent)
Solemnly affirmed at _____
On date _____

(This affidavit may be given on plain paper now, Affidavit on Stamp paper of Rs 100/- duly Notarized to be Submitted in Original by 30 July 2020.)

‘Observation Note’ by SPM

1. Date of Inspection:

2. Project name/ (Job No.)

3. State:

4. NH/CRF (Road):

5. Sanction Details:

NH No.	Length	Sanctioned Cost	Revised Cost

6. Scope of work: 2 lane/2 lane with paved shoulder/4 lane/ 6 lane

7. Specifications:

8. Contract details:

Name of contractor	Tender cost	Appointed date	Date of start	Likely date of completion as per tender	Contract period

Milestone No.	Milestone I	Milestone II	Milestone III	Milestone IV
Achievement date as per contract				
Slippage				
Justification for slippage				
Comments of SPM				

9. Delay analysis along with measures for timely completion

10. Whether IE/AE has been appointed? Yes/No.

If yes:

Name of AE/IE	Duration of Contract

11. Status of pre-construction activities:

(i) Land acquisition:

Total Land Required	Land Available	Balance land to be acquired

Section	3a	3A 3D		3G
LA notification date				
Action to be taken up by state PWD/State Govt.				
Comments of SPM				

(ii) Environment clearance:

(iii) Forest clearance

(iv) Utility Shifting:

Utility	Electric line	Water pipeline	Sewage line	Cable	Others	Total
Total requirement						
Work Completed			-			
Balance work						
Comments of SPM						

12. Physical progress:

Cumulative progress:

Work front available (km):

13. Financial progress (expenditure in Rs. Cr.):

14. Inadequacies, if any, in the technical provisions of the project:

15. Quality control arrangement on project:

16. Riding quality of project Stretch:

17. Condition of new and existing bridges on project stretch:

18. ROB/RUB/Level crossing: Status of approval of GAD from Railways:

19. Highway safety hazards on project:

20. Whether environment safety norms being followed adequately?
21. Availability of Electronic Toll Collection system (ETC) and its performance, if applicable:
22. Availability of ATC.
23. Availability of road side amenities such as rest areas/ toilets/ ambulance/ crane/ bus bays/ truck lay bye etc. and their condition/maintenance:
24. Maintenance of existing road:
25. Details of change of scope proposals approved/proposed, if any:
26. Comments on frequency of inspection of the work by AE/LE:
27. Whether any new material or innovative technology being used in the project?
If yes, then comments on the performance of the new material/innovative technology used along with recommendations for improvement:
28. Recommendations regarding introduction of new/innovative material and technologies for the project:
29. Photographs of project stretch (Representative sample):
30. Details of tests conducted, if any:

Sr. No.	Item	No. of Tests	Result

31. Other observations, if any:
32. Recommendations, if any:

Signature: Name: