

Formulation of **Planning Cell (PC)** under the supervisory control of **Chief Town and Country Planner (CTCP)**, Town and Country Planning Department (TCPD)- Govt. of Uttarakhand (GoUK), constituted on behalf of **Mussoorie Dehradun Development Authority (MDDA)**- Procurement Agency herein, for monitoring and supervision of **SPECIFIED ASSIGNMENT**, i.e., GIS based Master Plan of Dehradun & Mussoorie awarded to Third Party Master Plan Consultants (MPC).

## **SECTION 1- ADVERTISEMENT FOR WEBSITE and NEWSPAPER PUBLICATION ON 20 APRIL 2022**

### **CHIEF TOWN AND COUNTRY PLANNER (CTCP)**

**Town and Country Planning Department (TCPD), Govt. of Uttarakhand (GoUK)**  
5th Floor, Rajeev Gandhi Multipurpose Complex, Dispensary Road, Dehradun 248 001

### **URGENT NEED OF CONSULTANT(S) FOR SHORT TERM (4 Months)**

On behalf of the Mussoorie Dehradun Development Authority (MDDA), TCPD- GoUK invites applications from individual consultants for selection as *Senior Planning Consultant- 1 Nos.; Town Planner- 2 Nos.; GIS Expert (Operator)- 1 Nos. and Draftsman/ CAD Operator- 2 Nos.* withing the proposed Departmental '**Planning Cell**' under CTCP, TCPD- GoUK, for monitoring of GIS based Master Plan of Mussoorie & Dehradun.

All relevant details and subsequent modifications to this advertisement can be obtained from the website of TCPD-GoUK: - <https://tcp.uk.gov.in/>

Interested and Eligible Candidates (along with all supporting documents/ Testimonials, in original) are required to directly appear for **WALK IN INTERVIEW**, at the O/o CTCP, TCPD-GoUK, at Dehradun, on **Wednesday, 27 April 2022 at 11 AM**

For any additional information, contact TCPD, GoUK at Phone- 0135 265 2216 or Mobile- 7987157134 and/or Email- [ctcputtarakhand@gmail.com](mailto:ctcputtarakhand@gmail.com)

Sd/-  
O/o CTCP, TCPD, GoUK

## **SECTION 2- IMPORTANT INSTRUCTIONS FOR ASPIRING APPLICANTS**

1. The mentioned criteria for selection of consultants are indicative in nature and based in the short term, immediate and urgent requirement of the Procurement Agency, in the interest of expedited constitution of the described Planning Cell, the Interview and Selection Committee may suitably relax/ modify the eligibility criteria of selection and/or monthly remuneration to Team Members, on the basis of applications received on the date of the said Walk in Interview.
2. Walk In Interview is scheduled at the O/o CHIEF TOWN AND COUNTRY PLANNER (CTCP), Town and Country Planning Department (TCPD), Govt. of Uttarakhand (GoUK), 5th Floor, Rajeev Gandhi Multipurpose Complex, Dispensary Road, Dehradun 248 001, on **Wednesday, 27 April 2022 at 11 AM**
3. For any additional information, contact TCPD, GoUK at Phone- 0135 265 2216 or Mobile- 7987157134 and/or Email- [ctcputtarakhand@gmail.com](mailto:ctcputtarakhand@gmail.com)
4. All Applicants are advised to send copies of their Complete Application (with necessary enclosures) via email (in advance) to <ctcputtarakhand@gmail.com>, latest before 5 PM on 26 April 2022, so that the Department may prepare necessary sequencing order for Interview on the next day.

5. No Candidate will be allowed to appear for the Interview, if he/she/ they reach the Interview Office, later than 1130 AM on Wednesday, 27 April 2022.
6. The Aspiring Applicants are advised to note that all Pages of this Advertisement form an inherent part of the Application to be submitted and the Department will execute a short term (consultant) assignment contract with all selected consultants.

### **SECTION 3- Tentative Scope of Work for the Planning Cell (PC):**

1. Providing **Technical Assistance** to the O/o CTCP, Uttarakhand in matters of overall Project implementation, Performance monitoring and Progress reporting for GIS based Master Plan of Dehradun & Mussoorie awarded to Master Plan Consultants (MPC).
2. Overall strategic guidance and ensuring compliance of the deliverables of MPC, who have been contracted for the specified planning assignment/ project
3. Reporting to O/o CTCP, Uttarakhand on project planning, implementation, progress and other matters of project management in context to GIS based Master Plan of Dehradun & Mussoorie.
4. Monitoring the overall Planning Consultancy Assignments awarded to MPC and preparation and submission of monthly progress reports covering components within the contract deliverables as finalized and mutually agreed between TCPD- GoUK and MPC.
5. **Exercising supervision** over the Project Consultants (MPC) and their Project Implementation Units (PIU).
6. Any other activity related to the Specified Assignment as defined above.
7. The selected consultants will be stationed at the O/o CTCP, TCPD-GoUK, Dehradun for the entire duration of the said short term assignment and will report and function under exclusive supervisory control of CTCP, TCPD-GoUK, designated representative on behalf of the Procurement Agency- MDDA, for the purpose of constitution and functioning of the proposed 'Planning Cell'

### **SECTION 4- Other Information pertaining to functioning of the Planning Cell (PC):**

- i. An estimated cost head of **Rupees Five Lakh per month** for remuneration as Professional Fee to the Planning Cell Team Members is envisaged on a Contractual Retainership Model of Professional Engagement.
- ii. Professional Fee remuneration to consultants will be **released by the Procurement Agency- MDDA**, after confirmatory approval of the O/o CTCP, TCPD- GoUK.
- iii. Professional Fee remuneration to consultants will be cleared within **10 calendar days** of submission of **monthly statement of works performed** after obtaining necessary approval of the CTCP- Uttarakhand.
- iv. Fiscal support is sought for an **initial time period of 04 months** (further extendable as per requirement deemed fit by the Procurement Agency- MDDA) from first date of constitution of Plan Management Cell, without any scope for increase in remuneration for the initial specified period of 04 Months.
- v. Consultants will be hired on **Contract basis** and there will be no liability upon the Procurement Agency- MDDA, for permanent employment for the hired period.

**SECTION 5: Team Composition and allied eligibility criteria for selection of consultants.**

Sl. No	Position	No of Positions	Academic Qualification <sup>1</sup>	Work Experience Qualification <sup>2</sup>	Professional Fee per Month <sup>3</sup>
01	<b>Senior Planning Consultant cum Team Leader,</b> preferably an Architect- Planner	ONE	Post Graduate Degree/ Post Graduate Diploma in Planning and preferably Graduate Degree in Architecture awarded by any UGC recognized University in India or Equivalent.	10 Years	Rupees <u>One Lakh Fifty Thousand</u> per Month (Negotiable)
02	<b>Town Planner</b>	TWO	Post Graduate Degree/ Post Graduate Diploma/ Graduate Degree in Planning awarded by any UGC recognized University in India or Equivalent.	05 Years	Rupees <u>One Lakh</u> per month (Negotiable)
03	<b>GIS Expert</b>	ONE	Masters/PG Diploma or equivalent in Geo-informatics/ Remote Sensing & GIS	05 Years	Rupees <u>Sixty Thousand</u> per month (Negotiable)
04	<b>CAD Operator/ Draftsman</b>	TWO	ITI or Polytechnic Diploma in Architecture or Civil Engineering or equivalent along with preferable Proficiency in CAD Software Application.	03 Years	Rupees <u>Forty Thousand</u> per month (Negotiable)

<sup>1</sup> Awarded Degree(s) presented as part of Academic Qualifications, should be First Class and Full Time Programs.

<sup>2</sup> Duration of Work Experience Qualification will be calculated after attainment of required Academic Qualification for respective positions, advertised herein.

<sup>3</sup> subject to finalization prior to appointment upon the merit of the candidate consultant appearing for the walk- in interview.

**SECTION 6: APPLICATION FORMAT** For all APPLICANT INDIVIDUAL(s)/ CONSULTANT(s)**Position Applied For (Tick, whichever is/are applicable):**

1. Senior Planning Consultant cum Team Leader
2. Town Planner
3. GIS Expert
4. CAD Operator/ Draftsman

**A. PERSONAL DETAILS OF APPLICANT**

SI No	Data Field	Information Provided
	Title (Mr/ Mrs./ Ms.):	
1	Name:	
2	Father's Name:	
3	Mother's Name:	
4	Date of Birth:	
5	Gender:	
6	PAN No.:	
7	AADHAAR No.:	
8	Passport No.:	
9	Correspondence/ Office Address	
10	Permanent/ Residential Address	
11	E-Mail Address	
12	Contact No. (Preferably Cellular)	
13	Details of Present Occupation/ Employment	

**B. ACADEMIC QUALIFICATIONS OF APPLICANT**

SI No	Educational Qualifications	Degree	Year of Passing	Marks (Percentage)	Grade/ Class	University/ College
1	Matriculation					
2	Intermediate					
3	Graduation					

SI No	Educational Qualifications	Degree	Year of Passing	Marks (Percentage)	Grade/ Class	University/ College
4	Post- Graduation					
5	Other Certifications/ Diplomas					
6	Other Certifications/ Diplomas					

Note: Rows may be added as per requirement

### **C. PROFESSIONAL QUALIFICATIONS OF APPLICANT**

Note: Applicant to demonstrate **CONCURRENT** Memberships of Professional Bodies and/or **CONCURRENT** Professional Certifications/ Registrations, if any, attained by the Professional.

SI No	Professional Qualification/ Certification	Institute/ Professional Body/ Registering Authority	Membership No./ Registration No.	First Date of Membership/ Registration	Last Date of Validity of Membership/ Registration	Remarks (If any)
1						
2						
3						
4						
5						

Note: Rows may be added as per requirement

### **D. EXPERIENCE QUALIFICATIONS OF APPLICANT**

Total No of Years of Professional Experience after attaining Qualifying degree: \_\_\_\_\_ Years \_\_\_\_\_ Months

SI No	From Date	To Date	Employment / Practice	If employed, Name Employer and Designation	If in practice, experience of relevant in the profession/ valuation	Area of work
1						
2						
3						
4						
5						

Note: Rows may be added as per requirement

## **E. AFFIRMATIONS**

1. Self-Attested Copies of documents, as listed in **Section F** of this application form have been attached/ enclosed.
2. I undertake to furnish any additional information as and when called for.
3. I fully agree to the terms laid down within SECTION 1; SECTION 2; SECTION 3; SECTION 4; SECTION 5 and SECTION 6 of this advertisement, and herein submit self-attested copies of the same.
4. This application and the information furnished by me along with this application is true and complete. If found false, misleading or incorrect I will be fully responsible for the consequences.

Date:

Place:

(Full Name and Signature of the Applicant)

## **F. ATTACHMENTS**

Note:

1. All Attachments require to be Self Attested and Page numbered.
2. Applicants require to bring Original Copies of all Certificates/ Testimonials being presented as supporting documents to establish credentials within this application form.

<b>SI No</b>	<b>Data Field</b>	<b>Whether Enclosed (Yes/ No)</b>
1	Copy of PAN	
2	Copy of Aadhaar	
3	Copy of Passport	
4	Copies of Demonstrated Academic Qualifications (Mention Each in Detail)	
5	Copies of Demonstrated Professional Qualifications (Mention Each in Detail)	
6	Copies of Demonstrated Experience Qualifications (Mention Each in Detail)	