



BROADCAST ENGINEERING CONSULTANTS INDIA LIMITED

(A Government of India Enterprise under Ministry of Information & Broadcasting)
(A Mini Ratna Company)

Corporate Office: BECIL Bhawan, C-56/A-17, Sector-62, Noida-201307

Phone: 0120-4177850, Fax: 0120-4177879 Website: www.becil.com

VACANCIES FOR PROJECT MANAGEMENT UNIT OF ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS), NEW DELHI

BECIL invites applications for recruitment/empanelment of following Consultants for Project Management Unit of All India Institute of Medical Sciences (AIIMS), New Delhi purely on contractual basis:

S.No.	Senior Consultant / Consultant	Consolidated Remuneration
1	Hospital Management	➤ Minimum Rs. 50,000 pm for Consultant and Rs.1,00,000 pm for Sr. Consultant (Remuneration maybe higher according to the qualifications and experience as decided by PMB)
2	Project Management	
3	Project Financial Management	
4	Software	

Selection will be made as per prescribed norms and requirement of the job.

Application forms may be obtained from **BECIL's Corporate Office: C-56, A/17, Sector-62, Noida-201307** or downloaded from www.becil.com / www.aiims.edu. The duly filled in application form along with self-attested photocopies of educational/ experience certificates, two passport size photograph, PAN Card, Aadhar Card and **non-refundable registration fee of Rs.500/- (Rupees Five Hundred Only) for General and OBC candidates and Rs.250/- (Rupees Two Hundred Fifty only) for SC/ST/PH candidates** by cash or demand draft drawn in favor of **BROADCAST ENGINEERING CONSULTANTS INDIA LIMITED** payable at **New Delhi** may be submitted to Assistant General Manager (HR) in **BECIL's Corporate Office at BECIL Bhawan, C-56/A-17, Sector-62, Noida-201307 (U.P)**.

Last date for submission of application forms is **April 30, 2019.**

Sd/-
Mahesh Chand
Deputy General Manager (HR)

3rd Round PMU Consultants details:

S. No	Requirement	Criteria	ToR's
1.	<p>Senior consultant (Hospital Management)</p> <p>2 Nos.</p>	<p>Essential Qualification: MD (Hospital Administration) /Masters in Hospital Administration from MCI recognized institution.</p> <p>Experience: Minimum 3 years post PG experience in Hospital Administration in MCI recognized college.</p> <p>Computer Proficiency in MS excel, power point, MS word.</p> <p>Age: Not Exceeding – 50 years</p> <p>Desirable: Experience in management, execution and commissioning of hospital projects (more than 100 crores / 100 beds) for atleast 6 months</p>	<ul style="list-style-type: none"> - Assist in planning & supervision of ongoing projects at AIIMS, New Delhi - Coordination & networking with various departments and agencies - Monitoring project progress as per defined timeline - Assisting the Faculty I/c of respective projects in various project linked activities - Any other hospital management activities as may entrusted from time to time
2.	<p>Senior consultant/ Consultant (Project Management)</p> <p>2 Nos.</p>	<p>Essential Qualification – BE (Civil) with full time master's in management (at least 2 years) from a recognized university</p> <p>Or</p> <p>- Medical / Paramedical / Biomedical degree with full time masters in management (at least 2 years) from a recognized university</p> <p>Experience - At least 10 years Experience in project management for senior consultant and 5 years for consultant.</p> <p>- Computer proficiency in MS Excel, Power Point, Word and Project management software.</p> <p>Age – Not exceeding 62 years</p> <p>Desirable -Experience in management, execution and commissioning of projects costing more than Rs. 100 crores (preferably healthcare projects)</p>	<ul style="list-style-type: none"> - Coordination of various project related activities with all concerned stakeholders / agencies, making follow up reports and presenting the same to AIIMS officials as desired - Monitoring quality assurance for various going projects on a regular basis & coordination of various quality issues with all concerned stakeholders / agencies -Preparing and monitoring project timelines -Coordination and liasoning on behalf of AIIMS between user departments and other agencies - Minuting and archiving of all projects related activities -Coordinating with bidders and Project management consultant for various project construction component, equipment & service. - Liaising work with Statutory bodies & other agencies for getting project approvals, etc. -Routine project management activities as may entrusted from time to time

S. No	Requirement	Criteria	ToR's
3.	<p>Senior consultant/ Consultant (Project Financial Management)</p> <p>2 Nos.</p>	<p>Essential Qualification –CA/ ICWA/ MBA (Finance) or equivalent</p> <p>Experience - With atleast 10 years experience in accounting, including analysis, financial reporting, budgeting, financial software and reporting systems for senior consultant and 5 years for consultant out of which for at least 2 years the candidate should have been associated with a Govt. Department / Govt. Agency / PSU / Autonomous Body, etc.</p> <p>- Computer proficiency in MS Excel, Power Point, Word and financial management software's.</p> <p>Age – Not exceeding 62 years</p> <p>Desirable -Experience in financial management of projects costing more than Rs. 100 crores</p>	<ul style="list-style-type: none"> - Devising and finalizing periodic financial plan for projects with consultation with various AIIMS officials and agencies. - Monitoring financial progress of various going projects on a regular basis and submitting reports - Coordination of various finance related issues with all concerned stakeholders / agencies, collating UC's, making follow up reports and presenting the same to AIIMS officials as desired - Verifying bills submitted by various agencies against work done - Routine financial management activities as may entrusted from time to time
4.	<p>Senior Consultant/ Consultant (Software)</p> <p>2 Nos.</p>	<p>Essential Qualification – Masters in Computer Applications from a recognized university in a full time regular course OR B.E./BTech in Computer Sciences from a recognized university in a full time regular course</p> <p>Experience –With at least 8 years experience in open source ERP/ HIS/EHR/EMR Software Implementation for Senior Consultant and 4 years for Consultant</p> <p>Age – Not exceeding 62 years</p> <p>Desirable -At least 2 years experience in open source HMIS/EHR/EMR Software Implementation projects costing more than Rs. 50 lacs</p>	<ul style="list-style-type: none"> - Prepare an RFP for procurement of open source HIS/HMIS/EHR and ERP - Coordinate with the AIIMS assigned Core Team members and all stakeholders to understand and finalize the Requirements for integration in the RFP - Oversee the deployment of open source based ERP/HMIS with integrated EMR/EHR for various projects of AIIMS - Ensure timely delivery of software solutions - Additional responsibilities as may be entrusted from time to time - Ensuring integration with existing AIIMS systems using standard healthcare protocols like HL7, DICOM, CDA etc.

The terms and conditions as decided will be as follows:

- ✓ **Consolidated Remuneration:**
 - **Consultant** : Rs. 50,000 (or as recommended by Project Management Board, AIIMS-ND)
 - **Sr. Consultant** : Rs.1,00,000 (or as recommended by Project Management Board, AIIMS-ND)
 - The consultant/senior consultant may be paid higher according to the qualifications and experience as may be decided by the Project Management Board
- ✓ Period of engagement:- The consultant will be initially engaged for a period of one year through and on the roles of the outsourced agency for AIIMS, New Delhi or its extension campuses. His term may be extended from time to time depending upon the performance of the candidate and requirement at AIIMS, New Delhi as decided by the competent authority
- ✓ Consultants shall be eligible for 12 days leave in a calendar year on pro-rata basis. Therefore, a Consultant shall not draw any remuneration in case of his/her absence beyond 12 days in a Year (calculated on a pro-rata basis). Also un-availed leave in a calendar year cannot be carried forward to next calendar year. Government & National holidays shall be paid holidays.
- ✓ Working hours shall ordinarily from 9:30am – 6:00pm (with half hour lunch break) for six days a week. However, the consultants maybe required to work for longer hours or in different shifts or on holidays due to work requirements & exigencies
- ✓ Must have their own laptop with requisite software as per experience clause pre-loaded & working optimally
- ✓ Must possess a functional mobile phone with active SIM card so that communication can be done with him/her at all times
- ✓ Allowances:- The Consultants shall NOT be entitled to any allowance such as Dearness Allowance, Telephone, Transport Facility, Residential Accommodation, Personal Staff, Medical Reimbursement etc.
- ✓ TA/DA:- No TA/DA shall be admissible for joining the assignment or on its completion. Consultants will not be allowed foreign travel at Government expenses.
- ✓ Termination Notice: The contract for engaging the Consultant can be terminated by either side with one month's notice or by payment of one month remuneration in its lieu or by surrendering one month remuneration by the consultant. The competent authority would be free to terminate the engagement of the Consultant without serving any notice to him/her, in case of continuous absence for more than 10 days without prior permission in a calendar year or if any certificate/declaration furnished by him/her at the time application is later found to be false.
- ✓ Conflict of Interest: The consultant is expected to follow of all the rules and regulations of Central Government which are in force. He/She will be expected to work with utmost

honesty and sincerity while discharging his/her duties. In case the services of consultant are not satisfactory or found in conflict with the interest of the government, his/her services will be discontinued by terminating the contract without assigning any reasons.

- ✓ Non disclosure of official secrets: During the period of engagement with the institute it is likely that consultant may come across certain information of important nature. Therefore, consultant will not divulge any information gathered by him during the period of his engagement to anyone who is not authorised to know the same. The consultant shall not, except with the sanction of competent authority, publish any article or participate in radio or TV broadcast either in his own name or anonymously or pseudonymously.
- ✓ Work place: The work place of the consultant will be in AIIMS Delhi. The consultant can be posted in any peripheral centre of AIIMS New Delhi (NDDTC Ghaziabad, NCI Jhajjar, CRHSP Ballabgarh, etc) as and when required.



BROADCAST ENGINEERING CONSULTANTS INDIA LTD

(A Govt. of India Enterprise)

Head Office: 14-B, Ring Road, I.P. Estate, New Delhi-110002

Tel : + 91(11) 23378823-25, Fax No. + 91(11) 23379885

Corporate Office: BECIL Bhawan, C-56, A/17, Sector-62, Noida – 201307 Uttar Pradesh

Tel: 0120-4177850 Fax : 0120-4177879

E-Mail: contactus@becil.com Website: www.becil.com

Please attach recent passport size photograph

(REGISTRATION FORM)

(Imp: Please read the details on prescribed educational, professional as well as experience requirements for the various professionals before filling in the form)

1. Registration for the post of: _____

2. Name - Mr. / Mrs. / Miss. (Please tick the appropriate)

Grid for name entry

First Name

Middle Name

Last Name

3. Father's/Husband's Name (Please tick the appropriate):

Grid for father's/husband's name entry

4. Date of Birth: Day Month Year 5. AGE: _____

6. PAN No. (compulsory)

7. Aadhar No. (compulsory)

8. Category: General OBC SC/ST PH Others

9. Marital Status: Married Unmarried

10. Nationality: _____ 11. Religion: _____

13. Present Address for Communication (Capital Letters):

Grid for present address line 1

Grid for present address line 2

City

State

Grid for present address line 3

Pin Code

12. Permanent Address (if any) :

Grid for permanent address line 1

Grid for permanent address line 2

City

State

Grid for permanent address line 3

Pin Code

13. E-Mail Address (Capital Letters):

Grid for E-mail address

14. Mobile No

Grid for mobile number

15. Educational/Professional Qualification:

S. No.	Qualification	University / Institute / College	Year of Passing	Division/ Grade
1				
2				
3				
4				
5				
6				

16. Work Experience (add separate sheet if required):

1.	Designation			
	Organization			
	Duration (DD/MM/YY)	From		To
	Job profile			
2.	Designation			
	Organization			
	Duration (DD/MM/YY)	From		To
	Job profile			

17. Total years of experience: _____

18. References:

S. No.	Name	Address	Contact Number
1.			
2.			

19. Languages known other than Hindi /English (Tick appropriate boxes)

	Read	Speak	Write
1. -----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. -----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. -----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Note: Please attach self-attested photocopies of following documents with the form (compulsory):

1. Birth Certificate or 10th pass certificate
2. Caste Certificate, if any.
3. Educational / Professional Qualification Certificates
4. Work Experience Certificates
5. PAN Card
6. Aadhar Card
7. Copy of EPF/ESIC Card (if already have)

Signature _____