



AIRPORTS AUTHORITY OF INDIA
(‘A’ Category – 1 ‘Mini Ratna’ Public Sector Enterprise)
O/o the Airport Director, AAI, NSCBI Airport, Kolkata-52

Engagement of Medical Consultant for Medical Unit at NSCBI Airport, Kolkata

Airports Authority of India (AAI) invites application from **Medical Practitioners** for following position purely on temporary /part time contract basis: -

| Sl. No | Position | Honorarium (duty of six hours per day) | Eligibility |
|--------|---------------------------|--|---|
| 1 | Medical Consultant | INR 3000/- (Three thousand) per day for 6 (six) hrs duty inclusive of conveyance and other incidental charges. For every additional hour beyond six hours, INR 500/- (Five hundred) per hour shall be paid. | MBBS or equivalent degree from the recognized Universities as per MCI/Govt of India norms. |

Qualification, scope of work, eligibility, tenure of engagement and other details:

1. QUALIFICATION: MBBS or equivalent

2. ELIGIBILITY:

- 2.1 **The applicants** should be medically fit and age should not be more than 70 years.
- 2.2 The minimum experience should be of **Five (05) years** in the relevant field.
- 2.3 One month cooling period is required after superannuation in case of retired employees
- 2.4 The eligible candidate should be clear from vigilance / disciplinary angle at the time of retirement. In this regard, the candidate has to submit supporting document from his previous Govt. Deptt.
- 2.5 There should be no criminal case pending against the eligible candidate and this will be self-certified by the respective candidate.
- 2.6 The selection shall be based on merit of the interview.

3. PERIOD OF ENGAGEMENT

- 3.1 Initial engagement shall be for a period of one (1) year and extendable upto three years (3), on yearly basis.
- 3.2 Medical Consultant can be re-engaged thereafter, however, the cumulative period of engagement as consultants in AAI shall not exceed five (5) years.
- 3.3 The appointed Medical consultants shall not be allowed to take other assignment during the defined time of duty to be performed at AAI premises.
- 3.4 Both AAI and the Medical Consultant can resign/terminate the services during the period of engagement by giving one-month notice period.

4. STATEMENT OF OBJECTIVES / JOBS TO BE CARRIED OUT

- 4.1 To attend OPD at AAI designated Medical Centre as per the prescribed duty hours.
- 4.2 To provide medical advice on all kinds of illness, prescribe medicine, administer injections perform dressing etc. to the AAI beneficiaries.
- 4.3 To provide treatment/consultation to medical emergency cases, if any, brought to the Medical Centre during duty hours.
- 4.4 To do prophylactic inoculation/vaccination wherever required
- 4.5 To issue certificate in support of leave on medical grounds wherever the leave/rest is prescribed.
- 4.6 Shall not refer any AAI beneficiary to the outside empaneled hospitals of AAI for taking indoor medical treatment.
- 4.7 Medical consultant may report major illness, if any, found during examination of AAI beneficiaries to the higher authority.
- 4.8 To provide expert opinion about the appropriateness / reasonability and the cost of the indoor medical treatment pertaining to various claims as and when the same is referred to Medical Consultant.
- 4.9 To provide professional opinion on medical issues referred to Medical Consultant by AAI management.
- 4.10 Medical Consultant shall not take up any issue with any other organization inclusive Central / State Govt. without prior permission of Airport Director or duly authorized executive of AAI.
- 4.11 Confidentiality of data and documents: The Intellectual Property Rights (IPR) of the data collected as well as the deliverables produced for the Department shall remain with the Department. No one shall utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or the information collected for the purpose of

this assignment or during the course of the assignment for the department, without the express written consent of the Department. The Consultant shall be bound to hand over the entire set of records of assignment to the department before the expiry of the contract and as advised by the Appointing Authority or his authorized representative and it is a binding to Consultant.

4.12 As and when required by AAI, the Medical Consultant shall certify the B.A Test reports.

4.13 Conflict of interest: The Medical consultant appointed by the Department, shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of the Department.

4.14 The consultant shall not make any commitment with the Central / State Govt. or any other department on behalf of AAI.

4.15 The Medical Consultant shall not claim for regular employment in Airports Authority of India at any point of time during his/her contract period.

5. TAX DEDUCTION AT SOURCE

5.1 The income tax or any other tax liable to be deducted as per the prevailing rules will be deducted at source before effecting payment, for which the Department will issue TDS certificate/s, Service Tax/GST, as applicable shall be payable extra, at the prevalent rates.

6. ATTENDANCE

6.1 Medical Consultants will be required to mark their biometric/manual attendance daily at the place of reporting in line with AAI' employee's attendance system at the place of engagement

6.6 AAI will be free to terminate the services in case the consultant remains absent for more than 15 days beyond the entitled leave in a calendar year.

7. ALLOWANCES

7.1 Consultants shall not be entitled for any allowance such as Dearness Allowance (DA), Residential Telephone, Transport facility, Personal staff, Residential Accommodation, Medical Reimbursement etc.

7.2 Airports Authority of India will not undertake any liability for providing any other facility or any kind of compensation in lieu of thereof.

7.3 Medical consultant will not be entitled to any benefit like Provident Fund, Benevolent fund, Group Insurance or any other kind of compensation available to the employee of the organization.

8. TA/DA

8.1 No TA/DA shall be admissible for joining the assignment or on its completion.

- 8.2 However, consultants will be allowed TA/DA for their travel inside the country in connection with the official work after approval of competent authority.
- 8.3 Retired Government Servants and retired officials from PSUs appointed as consultants would be entitled as per his/her last entitlement drawn at the time of retirement with regard to TA/DA on tour approved by AAI.
- 8.4 For Individual Consultants / professionals other than Retired Government/PSU officials, their entitlement for TA/DA will be decided on case to case basis after approval of competent authority.

9. Code of conduct:

- 9.1 The Medical consultant shall observe, comply and obey the orders, instructions issued from time to time by the AAI management.
- 9.2 The Medical consultant shall serve the AAI honestly and faithfully and show courtesy and attention in all transactions.
- 9.3 The Medical consultant shall make all endeavor to promote the health of AAI beneficiaries
- 9.4 AAI shall not be party to the dispute arising out of any medical negligence/ lapse occurring during the treatment rendered by the Medical Consultant
- 9.5 The Medical consultant shall not solicit or accept any gift from any AAI employee/AAI beneficiaries/ other organizations having business relation with AAI.
- 9.6 The medical consultant shall not solicit or accept any gift, commission or bonus in consideration of or in return for referring or recommending AAI beneficiaries for treatment to outside medical agencies/hospitals.
- 9.7 The Medical consultant shall not outsource their services to any other doctors
- 9.8 The Medical Consultant should abide by law relating to intoxicating drugs and drinks enforced in the area.
- 9.9 Medical Consultant shall strictly abide by the law of the land and the rules/ instructions issued by AAI from time to time and shall abide by the professional ethics, maintain dignity of workplace together with maintaining and promoting "Swachhta" initiative of Government of India.
- 9.10 Upon selection, the Medical Consultant shall have to acknowledge through written undertaking regarding understanding all terms and conditions of engagement.

10. SELECTION CRITERION

- 10.1 The appointment of Medical Consultant will be on part time/contract basis.
- 10.2 The selection of the candidate will be done as per prevailing AAI policy.

- 10.4 The department reserves the right, to decide to cancel this advertisement, and not to proceed in the matter, at any stage, accept or reject any or all offers, without giving any explanation, whatsoever.
- 10.5 **Termination of Agreement:** AAI can terminate the agreement on the following grounds:
- In case the information furnished by the applicant is found to be false at any stage the same will invite disqualification and or action as deemed appropriate by AAI whose decision shall be final and binding.
 - The Medical consultant is unable to address the assigned works.
 - Quality of the assigned works is not to the satisfaction of the Department.
 - The Medical Consultant fails in timely achievement of the milestones as finally decided by the AAI.
 - The Medical Consultant is found lacking in honesty and integrity & professional ethics, on complain of sexual harassment etc.
 - The Department reserves the right to terminate the contract, by giving fifteen days' notice to the consultant.
- 10.7 Interested candidates may send their application (in sealed envelope) in the enclosed format (**Annexure-I**) and on top of envelope, it should be clearly mentioned / marked as "Application for Engagement of Medical Consultant".
- 10.8 The application for Consultant (Medical services) should reach the following address by Registered / Speed post on or before **06.12.2019 positively**. Advance copy may be send by e-mail to gmhrkolkata@aai.aero

The General Manager (HR)
 Airports Authority of India
 NSCBI Airport (Metro Division)
 Operational Offices Building
Kolkata-700 052

Annexure-I**ONLY RETIRED PERSONNELS ARE ELIGIBLE TO APPLY**

How to apply?

The persons who fulfill the eligibility conditions after going through details of scope of work and terms and conditions and other details may apply in prescribed format as given below.

Format for application

Recent self-
attested
photograph

- (i) Name : _____
- (ii) Date of Birth : _____
- (iii) Date of Retirement : _____
- (iv) Address for Correspondence : _____

- (v) Contact No.: Landline : _____
- Mobile : _____
- (vi) Email ID : _____
- (vii) Name of previous Organization: _____
- (viii) Academic Qualification (In reverse order, starting from the latest):

| Sl. No. | Degree | Year | Subjects | University | Class / Division |
|---------|--------|------|----------|------------|------------------|
| | | | | | |
| | | | | | |

- (viii) Relevant Experience:
- (a) Year-wise tasks / highlights of similar nature carried out during last 10 years with all details including employer, position held & pay-scale.
- (b) Certificate from previous employer regarding vigilance / disciplinary clearance during the job with the organization.

Place: _____

Signature: _____

Date: _____

Name: _____

