



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान  
National Institute of Fashion Technology  
स्थापना विभाग, निफ्ट मुख्यालय  
Establishment Department, NIFT Head Office  
हौज़ खास, नई दिल्ली  
Hauz Khas, New Delhi

F. No. 1221(1)/NIFT/HO/E.II/Re-employment/2017-18

Dated 18.09.2023

**INVITING FOR EXPRESSION OF INTEREST (EOI)**

National Institute of Fashion Technology (NIFT), a Statutory body under the Ministry of Textiles, Government of India and having full fledged 18 campuses all across the country, invites sealed Expression of Interest (EOI) from interested persons for the position of **“BUILDING ADVISOR”** on retainership in NIFT who are having the following educational qualification and experience:

- **Educational Qualification:** “Graduate Degree in Civil Engineering from recognized University /Institution.
- **Experience:** Twenty Five years of experience in civil engineering works, building projects, construction and maintenance of works in Government Organization/ Autonomous Body/Statutory Body/Govt. University /Govt. Institution out of which at least twenty years must be at supervisory level (level-10 or equivalent).
- Knowledge of government contracting and building procedures and codes highly desirable.

2- **Scope of Work:** To advise the Institute from time to time on qualitative and technical aspects of construction work including buildings as per the following:

- a) Overall guidance on infrastructure / construction activities of NIFT;
- b) Prepare the Standard Operating Procedures regarding design of buildings of NIFT;
- c) Prepare an infrastructure plan for the NIFT Campuses;
- d) Make presentation and provide input to the Campus and Building Development Committee as and when required on -
  - Completion schedule of the projects
  - Adoption of Green Technologies
  - Quality standards to be applied and how they can be ensured
  - Infrastructural interventions for safety and security

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- HR and process requirements in the construction and maintenance of buildings and facilities.
- ToRs and EoI in regard to the engagement of Engineering Services on Campuses as required by the Committee.
- e) Vetting of technical documents including BOQ / RFP / tender documents; technical advice on designs.
- f) Verification of works / site visits as required.
- g) Submit Reports to Director General, NIFT and Campus and Building Development Committee on specific matters pertaining to campus infrastructure as required.
- h) Attend meetings pertaining to the construction and upkeep of campus infrastructure with State Government officials or officials of NIFT as and when required.
- i) Advice on tendering / procurement

3- **Terms & Conditions:**

- i) **Retainership amount:** Rs. 40,000/- per month
- ii) **Honorarium:** @ Rs. 2,500/- per day for office visits / meetings for full day.
- iii) **Site Visits:**
  - a) Rs. 5,000/- per day including Rs. 1,000/- per day for transport and incidentals. No official transport shall be provided.
  - b) For outstation visits: Reimbursement of economy class airfare by any airlines on the shortest connection route. Lodging & boarding as per the entitlement of Level-13.
- iv) **Period of Retainership:** Initially for a period of one year which can be extended for a maximum of two (02) more years based on satisfactory performance. .

4- **Selection Procedure:** Shortlisted candidates shall be called for personal interviews. Schedule of interview shall be informed to the shortlisted candidates by email.

5- **Last date for submission of Sealed EOI:** EOI with supporting documents self-attested copies in support of educational qualification and experience should be submitted to Registrar, National Institute of Fashion Technology, NIFT Campus, Hauz Khas, Near Gulmohar Park, New Delhi – 110016 **by Post / by Hand so as to reach within 15 days from issuance of this notification on NIFT's website**

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