



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

Advt. No. 01/Estt./NIFT-HO/206-27/EOI-Bldg. Advisor

Dated 04.05.2026

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 20 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 and above).
- Knowledge of government contracting and building procedures and codes highly desirable.
- **Age:** The age should not be beyond 64 years as on last date for receipt of applications i.e. 08.05.2026. The engagement of a retainership will not be extended beyond 5 years after superannuation or beyond 65 years of age whichever is earlier.

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 inputs 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;
- 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;
- e) Vetting of technical documents including BOQ / RFP / Tender Documents; Technical Advice on Designs;
- f) Verification of works / site visits as required;
- g) Submission Reports to Director General, NIFT / Concerned Campus / 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 matters
- j) Visiting at least one campus in every two months & submit the visit report
- k) Mentoring the engineering staff of the campus/Head Office and guide them in carrying out their functions in a methodical manner;
- l) Conducting orientation session for the Campus Directors, as and when deemed essential for undertaking the building related matters;
- m) Facilitating liaisoning with the local agencies & architects;
- n) Advice on legal positions in matter connected with Works and Work-related contracts.
- o) Any other works assigned from time to time by the Competent Authority.

3- **Terms & Conditions:**

- i) **Retainership amount:** Rs. 40,000/- per month plus GST @18%, if any, subject to submission of an original valid tax invoice / challan
- ii) **Honorarium:** @ Rs. 2,500/- per day for office visits / meetings for full day at Head Office, New Delhi.
- iii) **Outstation remuneration for Site Visits (At NIFT Campuses across the country from Delhi)**
 - Rs. 5,000/- per day including Rs. 1,000/- per day for transport and incidentals. No official transport shall be provided.
 - Air travel in economy class or any other mode of public transport as entitled to Level-13 officials on the shortest route will be arranged by NIFT, as per request.
 - Stay / Accommodation as per the entitlement of Level-13 officials in NIFT will be provided/ arranged.

- 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:

Only shortlisted candidates will be called for personal interaction. The schedule of interaction will be communicated to the shortlisted candidates via email.

5- Last Date for Submission of Sealed EOI: 20-05-2026 by 05:00 PM

The Expression of Interest (EOI), along with detailed CV and self-attested copies of supporting documents (educational qualifications, experience, age proof), two passport-size photographs, must be submitted in a sealed cover to the **Registrar, National Institute of Fashion Technology, NIFT Campus, Hauz Khas, Near Gulmohar Park, New Delhi – 110016, either by post or by hand.**
