



Government of India
Airports Economic Regulatory Authority of India
AERA Building, Administrative Complex,
Safdarjung Airport, New Delhi

Invitation of applications for hiring of Three (03) Consultants in Policy & Statistics/Tariff Division, Airports Economic Regulatory Authority of India

Airports Economic Regulatory Authority of India proposes to hire three (03) Consultants (01- Sr. Consultant, 02-Consultants) in Policy & Statistics/Tariff Division for attending to specific and time-bound work related to Tariff determination exercises in respect of aeronautical services at major airports, statistical & financial modeling, data compilation, record keeping etc. Candidate with requisite qualification and experience as prescribed would be hired as Consultant.

2. Airports Economic Regulatory Authority of India invites applications from eligible candidates as Consultants. The details including eligibility criteria, TOR etc. are available on the AERA's website: www.aera.gov.in Last date of receipt of application is **02.08.2023 upto 5.30 P.M.** Applications received after due date and time will not be considered.

Deputy Chief
Airports Economic Regulatory Authority of India,
AERA Building, Administrative Complex,
Safdarjung Airport, New Delhi – 110003

डॉ. कमलेश कुमार / DR. KAMLESH KUMAR

उप प्रमुख / Deputy Chief

भारतीय विमानपत्तन आर्थिक विनियामक प्राधिकरण

Airports Economic Regulatory Authority of India

नागर विमानन मंत्रालय / Ministry of Civil Aviation

भारत सरकार / Government of India

ऐरा भवन प्रशासनिक कॉम्प्लेक्स

AERA Building Administrative Complex

सफ़दरजंग हवाई अड्डा, नई दिल्ली-110003

Safdarjung Airport, New Delhi-110003



भारत सरकार

भारतीय विमानपत्तन आर्थिक विनियामक प्राधिकरण
ऐरा भवन, प्रशासनिक कॉम्प्लेक्स, सफदरजंग हवाईअड्डा,
नई दिल्ली -110003

भारतीय विमानपत्तन आर्थिक विनियामक प्राधिकरण के नीति एवं सांख्यिकी/टैरिफ प्रभाग में
तीन (03) परामर्शदाताओं की नियुक्ति के लिए आवेदन आमंत्रित करना।

भारतीय विमानपत्तन आर्थिक विनियामक प्राधिकरण का प्रमुख हवाईअड्डों पर वैमानिक सेवाओं के संबंध में टैरिफ निर्धारण, सांख्यिकीय एवं वित्तीय मॉडलिंग, डाटा संकलन, रिकॉर्ड रखने आदि संबंधी विशिष्ट और समयबद्ध कार्य को करने के लिए नीति एवं सांख्यिकी/टैरिफ प्रभाग में तीन (03) परामर्शदाताओं (01-वरिष्ठ परामर्शदाता, 02 - परामर्शदाता) को नियुक्त करने का प्रस्ताव है। अपेक्षित अर्हता और यथा निर्धारित अनुभव प्राप्त उम्मीदवारों को परामर्शदाता के रूप में नियुक्त किया जाएगा।

2. भारतीय विमानपत्तन आर्थिक विनियामक प्राधिकरण परामर्शदाता के रूप में पात्र उम्मीदवारों से आवेदन आमंत्रित करता है। पात्रता संबंधी मानदंड, टीओआर आदि सहित विवरण ऐरा की वेबसाइट www.aera.gov.in पर उपलब्ध है। आवेदन प्राप्त करने की अंतिम तारीख 02.08.2023 को अपराह्न 5.30 बजे तक है। नियत तारीख एवं समय के बाद प्राप्त आवेदनों पर विचार नहीं किया जाएगा।

उप प्रमुख,
भारतीय विमानपत्तन आर्थिक विनियामक प्राधिकरण,
ऐरा भवन, प्रशासनिक कॉम्प्लेक्स, सफदरजंग हवाईअड्डा,
नई दिल्ली -110003

डॉ. कमलेश कुमार / DR. KAMLESH KUMAR
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भारतीय विमानपत्तन आर्थिक विनियामक प्राधिकरण
Airports Economic Regulatory Authority of India
नागर विमानन मंत्रालय / Ministry of Civil Aviation
भारत सरकार / Government of India
ऐरा भवन प्रशासनिक कॉम्प्लेक्स
AERA Building Administrative Complex
सफदरजंग हवाई अड्डा, नई दिल्ली-110003
Safdarjung Airport, New Delhi-110003



भारतीय विमानपत्तन आर्थिक विनियामक प्राधिकरण
Airports Economics Regulatory Authority of India
ऐरा भवन, एडमिनिस्ट्रेटिव काम्प्लेक्स, सफदरजंग एयरपोर्ट,
नई दिल्ली - 110003, Phone No. 011-24695044-47



वशुमेव कृतम्वकम्
ONE EARTH - ONE FAMILY - ONE FUTURE

F.No. A-20014/Consultants/2023-24-Estb.

दिनांक: 04 July, 2023

Subject: Engagement of Three (03) Consultants in Tariff Division of Airports Economic Regulatory Authority of India as per GFR 2017 & 2022

Airports Economic Regulatory Authority of India (AERA) proposes to hire Three (03) Consultants in Policy & Statistics/Tariff Division for attending to specific and time-bound work related to the Policy & Statistics/Tariff Division. This division *inter alia*, handles matters related to Tariff determination exercises in respect of aeronautical services at major airports, statistical & financial modeling, data compilation, record keeping etc. Candidate with requisite qualification and experience as prescribed would be hired as Young Professional.

The application must clearly indicate the Category of Post applied for by each applicant. The applicants are to communicate with the addressee given below only by email. Telephone calls or other means of communication shall not be entertained.

The details of the advertisement are as follows:-

I. Job Requirement: As per detailed Terms of Reference at Annex-I.

II. Qualification and Age Limit: Qualification and age limit for the Category of Consultants is given in the table below:

Name & No. of Posts	Qualification	Experience	Consolidated Remuneration	Annual Increment
1	2	3	4	5
Sr. Consultant (01 No.)	CA/ICWA or MBA (Finance) – Full Time from Reputed Institute or Post-Graduate in Economics – regular from reputed Institute	Minimum five years post qualification experience in financial analysis and/or other related fields.	1,25,000/- to 1,50,000/- P.M. based upon the qualification and experience	Upto 6% of the consolidated remuneration subject to satisfactory performance
Consultant (02 No's)	CA/ICWA or MBA (Finance) – Full Time from Reputed Institute or Post-Graduate in Economics – regular from reputed Institute	Minimum two years post qualification experience in financial analysis and/or other related fields.	75,000/- to 90,000/- P.M. based upon the qualification and experience	Upto 6% of the consolidated remuneration subject to satisfactory performance

III. Leave: Consultant shall be eligible for 12 days' casual leave for a completed period of 1 year on pro- rata basis. No remuneration for the period of absence in excess of the admissible leave will be paid to Consultant. Un-availed leave shall neither be carried forward to next year nor encashed. Consultant may also be required to attend office on Saturday/Sundays and closed holidays and beyond normal office hours in public interest without any extra remuneration.

IV. TA/DA: No TA/DA shall be admissible for joining the assignment or on its completion. No other facilities such as DA, accommodation, reimbursement for phone/conveyance/ transport, foreign travel, personal staff, medical reimbursement, CGHS etc. would be admissible to the Consultants.

V. Type of appointment: The appointment will be purely on contract basis.

VI. Contract Period: One Year or completion of tariff determination exercise of these airports including legal aspect, whichever is later, subject to maximum period of 18 months.

VII. Extension beyond maximum tenure: Extension beyond the maximum tenure mentioned above may be considered for 1 more year under exceptional circumstances with the approval of Chairperson, AERA. The exceptional circumstances warranting extension beyond maximum tenure shall be provided in writing by the Head of the concerned Division. The matter for extension of tenure will be processed by the concerned Division.


VIII. Basis for Evaluation: The scrutiny of applications will be carried out by the Authority on the basis of required and desirable qualification and past work experience of individuals. Consultancy Evaluation Committee constituted for the purpose may conduct personal interview with the shortlisted applicants in compliance with the provisions of GFR 2017.

IX. Guidelines for submission of the Applications: The duly completed Application in prescribed format should be submitted so as to reach this Authority at below mentioned address on or before **05.30 P.M. on 02.08.2023**. Any application received after the above mentioned deadline will not be considered.

X. The Department reserves its rights, as follows: To decide to cancel this advertisement, and not to proceed in the matter. At any stage accept or reject any or all applications, without giving any explanation, whatsoever.

2. Interested applicants may send their CV in the enclosed format (Annex-II) by email/post to the following address:-

Deputy Chief
Airports Economic Regulatory Authority of India, AERA Building, Administrative
Complex, Safdarjung Airport, New Delhi – 110003
Email address:- dychief@aera.gov.in



(Dr. Kamlesh Kumar)
Dy. Chief, AERA

TERMS OF REFERENCE FOR ENGAGEMENT OF 'CONSULTANTS' IN THE POLICY & STATISTICS/TARIFF DIVISION, AIRPORTS ECONOMIC REGULATORY AUTHORITY OF INDIA

The service of the 'Consultants' would be utilized in carrying out the following tasks:

The core function of the AERA is to determine the tariff for aeronautical services to be provided by the Service Providers (Airport Operators/Independent Service Providers) at the Major Airports as mandated under Airports Economic Regulatory Authority of India Act, 2008. The Service Providers, in terms of AERA Guidelines submit their respective proposals (Multi Year Tariff Proposals) before the AERA for approval of the tariff for the aeronautical services. The tariff determination exercise includes comprehensive stakeholders consultation process (issuance of Consultation Paper, stakeholder comments/counter comments, meeting etc.) before issuing final order by the AERA. Duties and Responsibilities of the each Consultants will include the following:

1. Senior Consultant: 01 (One)

1.1 Scope of Work/Terms of Reference:

- (i) To examine the Multi Year Tariff Proposals submitted by the Airport Operator in respect of the Major Airports in line with the AERA Airport Operator Guidelines and Government policies issued from time to time.
- (ii) To assist the Tariff Division in calculation of various regulatory building blocks (CAPEX, WACC, O&M expenses, taxation etc.)
- (iii) To work out the Aggregate Revenue Requirement of the Airport Operator;
- (iv) To analyze the Financial structure of the Airport Operator to examine the funding patterns of the Airport Operator;
- (v) To assist in statistical and financial working of the Airport Operator;
- (vi) To assist in preparation of draft Consultation Paper;
- (vii) To assist in conducting stakeholders' consultation meeting and related aspects viz., list of participants, minutes of meeting etc.
- (viii) To assist in compiling comments of the stakeholders, counter comments of the Airport Operator and AERA's view on same;
- (ix) To assist in preparing draft Tariff Order in respect of Multi Year Tariff Proposal of the Airport Operators;
- (x) To assist in preparing draft legal replies in case an appeal is filed in any legal forum (Appellate Tribunal);
- (xi) To assist in reviewing the existing AERA Airport Operator Guidelines;
- (xii) Any other assignment relevant from the perspective of core function of the AERA.

2. Consultants: 02 (Two)

2.1.1 Scope of Work/Terms of Reference:

- (i) To examine the Multi Year Tariff Proposals submitted by the Independent Service Providers for determination of tariff in respect of the Ground Handling Services at various Major Airports in line with the AERA CGF Guidelines and Government policies issued from time to time;
- (ii) To examine the proposed capex, operational expenditure and other aspects vis-à-vis the projected traffic volume and seek clarification from the Independent Service Provider;
- (iii) To review the Annual Compliance Statement of the Independent Service Provider;
- (iv) To prepare of the draft Consultation Paper in respect of above exercises;
- (v) To compile and examine the comments of the stakeholders and counter comments of the Independent Service Provider;
- (vi) To prepare draft Tariff Order in respect of Multi Year Tariff Proposal of the Independent Service Providers;

- (vii) Any other assignment relevant from the perspective of core function of the AERA.

3. **Second Consultant:**

3.1 **Scope of Work/Terms of Reference:**

- (i) To examine the Multi Year Tariff Proposals submitted by the Independent Service Providers for determination of tariff in respect of the Cargo Services at various Major Airports in line with the AERA CGF Guidelines and Government policies issued from time to time;
- (ii) To examine the proposed capex, operational expenditure and other aspects vis-à-vis the projected traffic volume and seek clarification from the Independent Service Provider;
- (iii) To review the Annual Compliance Statement of the Independent Service Provider;
- (iv) To prepare draft Consultation Paper in respect of above exercises;
- (v) To compile and examine the comments of the stakeholders and counter comments of the Independent Service Provider;
- (vi) To prepare draft Tariff Order in respect of Multi Year Tariff Proposal of the Independent Service Providers;
- (vii) Any other assignment relevant from the perspective of core function of the AERA.

To carry out any other assignment relevant from the perspective of core function of the AERA.

**Application Format for recruitment of Consultant in the Economic Regulation,
Tariff Division, Airports Economic Regulatory Authority of India**

Affix recent
passport size
photograph

1. Name:
2. Father's Name:
3. Date of Birth:
4. Domicile:
5. Nationality:
6. Mailing Particulars:

Postal / Current Address	Permanent Address	Phone / Mobile	e-Mail ID

7. Educational Qualification: *(Scanned copy needs to be attached)*

S. No.	Course	Subject	University / Institute	Year of Passing	Division / Class

8. Desirable Qualification, if any: *(Scanned copy needs to be attached)*

9. Work Experience: *(Scanned copy needs to be attached)*

S. No.	Organization / Institute	Period from-to	Nature of work	Remarks

10. References (Name, Address, Phone, email ID to be given):

S. No.	Name	Address	Phone / Mobile	e-Mail ID

11. Additional information about work experience, nature of work etc. may be furnished separately as attachment.

Place:
Date:

Signature of the Candidate