



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

**Invitation of applications for hiring of Two (02) Consultants & Two (02) Young Professionals in Legal Division and One (01) Consultant in Information & Technology Division, Airports Economic Regulatory Authority of India**

Airports Economic Regulatory Authority of India proposes to hire **Two (02) Consultants (01-Sr. Consultant, 01-Consultant)** and **Two (02) Young Professionals in Legal Division** for attending to specific and time bound work for handling the litigation related to Tariff determination before various Tribunals Courts etc. and for Legal Research etc. and to hire **One (01) Consultant in Information & Technology Division** for attending technical works related to IT infrastructure; coordination with the NIC regarding email/ e-office and website; and any other issues related to IT etc

2. 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](http://www.aera.gov.in) Last date of receipt of application is **04.10.2023 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**



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



वसुधैव कुटुम्बकम्  
ONE EARTH - ONE FAMILY - ONE FUTURE

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

दिनांक: 05 September, 2023

**Subject: Engagement of One (01) Consultant in Information & Technology Division of Airports Economic Regulatory Authority of India as per GFR 2017 & 2022**

Airports Economic Regulatory Authority of India (AERA) proposes to hire One (01) Consultant in IT Division for attending to specific and time-bound work for handling the technical works related to IT infrastructure; coordination with the NIC regarding email/ e-office and website; and any other issues related to IT etc. Candidate with requisite qualification and experience as prescribed would be hired as Consultant.

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
Consultant (01 No)	MCA or M.Sc (Computer Science/Information Technology) or B.E./B.Tech. (Computer Engineering/ Computer Science/Computer Technology/Computer Science & Engineering/Information Technology) from a recognized University/Institute.	Minimum Five years post qualification experience in handling of technical works related to IT infrastructure; coordination with the NIC regarding email/ e-office and website; and issues related to website preferably in the Government Organization/PSU etc.  Must have excellent working knowledge of Microsoft office tools (MS-word, MS Excel, Power Point Presentation) along with the ability to draft replies.  <b>Desirable:</b> Preference may be given to the candidates having experience of IT Sector/IT Infrastructure Sector.	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 I 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, extendable for a further period of total two years, on yearly basis or till further order, whichever is earlier.

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.

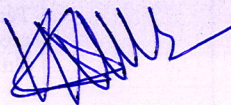
VIII. **Basis for Evaluation:** The scrutiny of applications will be carried out by the Authority on the basis of required and desirable qualification and past work experience of individuals. Consultancy Evaluation Committee constituted for the purpose may conduct personal interview with the shortlisted 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 04.10.2023**. 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](mailto:dychief@aera.gov.in)

  
(Dr. Kamlesh Kumar)  
Dy. Chief, AERA

**TERMS OF REFERENCE FOR ENGAGEMENT OF 'CONSULTANTS' IN INFORMATION & TECHNOLOGY DIVISION, AIRPORTS ECONOMIC REGULATORY AUTHORITY OF INDIA**

For the engagement of One (01) Consultant handling the technical works related to IT infrastructure; coordination with the NIC regarding email/ e-office and website; and any other issues related to IT etc:

1. **Consultant:** 01 (One)

1.1 **Age Limit:** Should not be more than 40 years of age on the last date of receiving of application

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

- (i) Website Management Work
- (ii) IT Infrastructure
- (iii) E-Office
- (iv) Video Conferencing
- (v) Aadhar Enabled Biometric Attendance System
- (vi) NIC Internet Service (NICNET)
- (vii) NIC Email and VPN
- (viii) AERA Domain Name System
- (ix) NIC Cloud (Meghdoot)
- (x) Misc IT related work
- (xi) Any other work assigned by the higher authority.

**Application Format for recruitment of Consultant in IT 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.

Signature of the Candidate

Place:

Date: