



# कार्यालय नगर निगम, शाहजहाँपुर



पत्रांक:- 497 / पी0आर0ओ0 / नि0वि0 / 2024-25

दिनांक:- 20.01.2025

## सूचना

REQUEST FOR EXPRESSION OF INTEREST (REOI) FOR ENGAGEMENT OF CIVIL ENGINEERS FOR CHIEF MINISTER GREEN ROAD INFRASTRUCTURE DEVELOPMENT SCHEME PROJECTS ON CONTRACT BASIS FOR ONE YEAR.

नगर निगम, शाहजहाँपुर में सी0एम0 गिड्स योजना अन्तर्गत स्वीकृत कार्य के कुशल पर्यवेक्षण के लिए एक सिविल इंजीनियर (एक वर्ष के लिए) नियुक्त किये जाने हेतु कुशल अभ्यर्थियों से आवेदन आमंत्रित किये जाते हैं। विवरण निम्नवत है:-

1	दैनिक समाचार पत्रों में प्रकाशन की तिथि	21.01.2025
2	नगर निगम की वेबसाइट पर अपलोड करने की तिथि	23.01.2025
3	आवेदन जमा करने की अंतिम तिथि/समय	30.01.2025
4	आवेदन खोले जाने की तिथि/समय	31.01.2025
5	आवेदन संबंधित प्रपत्र अपलोड करने हेतु ई-मेल आई0डी0	nagarnigamshahjahanpur@gmail.com
6	आवेदन से संबंधित किसी भी प्रकार की जानकारी हेतु सम्पर्क सूत्र (कार्य दिवस में प्रातः 10:30 बजे से 14:00 तक)	9450110481

आवेदन का विवरण नियम व शर्तें नगर निगम, शाहजहाँपुर की वेबसाइट [www.nagarnigamshahjahanpur.in](http://www.nagarnigamshahjahanpur.in) पर तथा किसी भी कार्य दिवस पर नगर निगम के निर्माण विभाग में देखी जा सकती है।

नोट:- 1-आवेदन तिथि/समय समाप्त होने के पश्चात किसी भी आवेदन पर विचार नहीं किया जायेगा।

2-केवल ऊपर दिये गये E-Mail पर प्राप्त आवेदन पर विचार किया जायेगा अन्य किसी माध्यम से प्राप्त आवेदन पर विचार नहीं किया जायेगा।

नगर आयुक्त  
नगर निगम, शाहजहाँपुर

# SHAHJAHANPUR MUNICIPAL CORPORATION



**REQUEST FOR EXPRESSION OF INTEREST (REOI) FOR ENGAGEMENT OF  
CIVIL ENGINEERS FOR CHIEF MINISTER GREEN ROAD  
INFRASTRUCTURE DEVELOPMENT SCHEME PROJECTS & OTHER  
CONSTRUCTION SCHEMES ON CONTRACT BASIS FOR ONE YEARS**

**Town Hall Shahjahanpur, U.P. 242001**

## **Disclaimer**

The information contained in this REOI or subsequently provided to APPLICANT(s), whether verbally or in documentary form or other wise by NAGAR NIGAM SHAHJAHANPUR or any of its employees or advisors, is provided to APPLICANT(s) on the terms and conditions set out in this REOI document and such other terms and conditions subject to which such information is provided. The REOI document is neither an agreement nor a binding offer by the Shahjahanpur Nagar Nigam of Uttar Pradesh to the prospective APPLICANTS or any other person.

The purpose of this REOI document is to provide candidates with information to assist in the submission of their Curriculum Vitae (CV) pursuant to this REOI document. This REOI Document includes statements, which reflect various assumptions and assessments arrived at by Department in relation to the Project. Such assumptions and statements do not purport to contain all the information that each applicant may require. This REOI Document may not be appropriate for all persons, and it is not possible for the Department, their employees or advisors to consider the investment objectives, financial situation and particular needs of each party who read so ruses this REOI Document. The assumptions, assessments, statements and information contained in this REOI Document may not be complete, accurate, adequate or correct. Each APPLICANT(s) shall conduct their own investigations and analysis and shall check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this REOI Document and obtain independent advice from appropriate sources.

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NN-SPN may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this REOI. The issue of this REOI document does not imply that NN-SPN, Shahjahanpur is bound to select a APPLICANT for implementing the Project and NN-SPN, Shahjahanpur reserves the right to reject all or any of the application or withdraw or cancel the REOI Document or annul the selection process at any time without assigning any reasons whatsoever.

## **1. Background**

Shahjahanpur Municipal Corporation (NN-SPN) is constituted as an umbrella agency established under the Urban Development Department to supervise diversified road infrastructure projects within the state of Uttar Pradesh. Presently, NN-SPN is managing the implementation, operation and evaluation of CHIEF MINISTER GREEN ROAD INFRASTRUCTURE DEVELOPMENT SCHEME (CMGRIDS) (Urban) / other Construction Schemes.

Urban areas are the growth engines of the country. Uttar Pradesh has the highest number of urban bodies in India. The state is committed to achieve the target of "One Trillion Economy" by the year 2027 by strengthening the basic infrastructure, especially the urban infrastructure and by enhancing "Ease of Doing Business" and "Ease of Living". Roads are the most vital component of urban basic infrastructure. Hence, integrated road network becomes one of the prime components of urban basic infrastructure. Due to increasing urbanization in the State, there is a great need to develop and enhance an integrated road network using innovative technology to reduce the burden of extra vehicles and to bring enhanced mobility.

In urban areas, the development of roads of 45 meters or more width is generally done by the Public Works Department and the development of roads of less than 10 meters width is done by the Finance Commission, Mukhya Mantri Nagar Srujan Yojana (C M NSY) and Pt. Deen Dayal Upadhyaya Nagar Vikas Yojana etc. but there is no dedicated plan for the development of roads between 10 m to 45 m wide , while the roads of the said width are the main routes of urban traffic and economic activities.

### **Aim of the scheme**

#### **Development of Integrated Green Roads -**

Development of integrated road with related infrastructure like utility ducts, footpath, green zone, streetlight, bus stop, EV (electric vehicle) charging station, pedestrian infrastructure etc.

#### **Cost effective green road construction with low carbon emissions -**

To construct cost effective green roads with less carbon emissions using eco-friendly materials and modern techniques for road construction.

#### **Promoting Urban Mobility -**

To ensure that all urban roads have an equitable division of the right of way, promoting non motorized movement with wide, continuous and evenly paved footpaths.

#### **Safe roads and road junctions and intersections -**

To reduce road crashes, roads are to developed with advanced road safety measures and technical

facilities for all modes of transport. Complete planning and design of junctions is to be done.

#### **To manage and maintenance of road assets -**

Effective and efficient maintenance and management of assets created through interventions, road data bank, road directory and other measures.

#### **Efforts to make the urban bodies financially autonomous-**

One of the objectives of CM-GRIDS (Urban) is to encourage urban bodies to increase revenue collection, so that they can be made financially autonomous.

#### **Convergence of various schemes related to road construction-**

To integrate with the objectives of the State level integrated schemes (such as SUDM, SUGAM, SAFE CITY or other schemes).

#### **Development of spaces for parking and vending activities -**

Along with the development of Integrated Green Roads, parking and parking zones will be developed based on Right of Way (Row) and provide smooth movement of people & vehicles.

## **2. Expression of Interest**

The selected applicant will provide technical and advisory support for the proper execution of integrated road works under CMGRIDS & Other Scheme's etc. Responsibilities include ensuring GFC drawings are issued to as per project sequencing, maintaining design, quality control compliance, and resolving on-site issues if any. Additionally, the applicant will assist Nagar Nigam officials with organizational, professional, and operational requirements of the Nagar Nigam. The detailed Terms of Reference along with the Scope of Works has been provided in Annexure 1.

## **3. Eligibility**

The eligibility of the candidates will be as follows:

1. Diploma /Graduation with first class or minimum 60% marks or higher educational qualification from premier institutes/universities.
2. Should be proficient in speaking and writing Hindi (Devanagari script).
3. Relevant work experience as per Scope of work and subsequently evidence has to be provided.
4. It is mandatory for the candidates to be willing to work in the field work.
5. The max age of the candidate should not exceed 40years as on the last date 30-01-2025

#### 4. Selection Process and Evaluation Criteria

- The Department has adopted a two-stage selection process (collectively the “Selection Process”).
- The application will be scrutinized at Urban Road Infrastructure Development Agency/Nagar Nigam level by a Screening-cum- Selection Committee and candidates will be shortlisted based on their merits.
- The application will be evaluated (out of 70) and candidates will be short listed on the basis of appropriate marking system, The categories for marking and their respective marks are as under:

<b>Educational Qualification</b>	<b>10</b>
<ul style="list-style-type: none"> <li>• Diploma in Civil Engineering</li> <li>• B.E / B.Tech in Civil Engineering</li> <li>• M.tech in Transportation Engineering/Masters in Construction Management and equivalent</li> </ul>	<p>8</p> <p>10</p> <p>10</p>
<b>Work Experience</b>	<b>60</b>
Total professional experience* in civil engineering works/road construction	
<ul style="list-style-type: none"> <li>• Minimum 5 years for B.E/B.Tech and 7 years for Diploma</li> <li>• Minimum 7 years for B.E/B.Tech and 9 years for Diploma</li> </ul>	<p>08</p> <p>10</p>
*Less than 5 years of total experience will not be eligible and their application will not be evaluated	
Experience of working in road construction projects/urban road (carriageway construction) involving on site implementation, project management, site engineering inputs etc (design experience will not be considered) -	
<ul style="list-style-type: none"> <li>• Up to 3 years</li> <li>• More than 3 years and up to 5 years</li> <li>• More than 5 years</li> </ul>	<p>10</p> <p>15</p> <p>20</p>
Working Experience in the Region (Uttar Pradesh)	
<ul style="list-style-type: none"> <li>• 5 years or less work experience in UP</li> <li>• More than 5 years of work experience in UP</li> </ul>	<p>08</p> <p>10</p>
Working experience in road related projects/integrated road projects like Construction of carriageway/ footpath/ utilities like sewer line/water line/ storm water/ OFC/ underground electric duct/gas lines, etc	
- 2 projects	16
- 3 projects	18
- 4 or More projects	20
<b>Interview</b>	<b>30</b>
<b>Total Marks</b>	<b>100</b>

- For the interview process, candidates will be shortlisted who score a minimum of 50 marks out of total 70 marks based on profile assessment.
- Interview marks will be in addition to the profile assessment marks (max 30 marks)
- The final recommendation of the Selection Committee shall be final and no further correspondence

will be entertained in this regard.

- The number of vacancies may be reduced, if suitable candidates are not available.

## 5. Submission of Application

- The interested and eligible candidates shall have to send their document (as mentioned in clause 5 ) via email at [nagarnigamshahjahanpur@gmail.com](mailto:nagarnigamshahjahanpur@gmail.com) with the subject stating “**Application for the post of Civil Engineer-CMGRIDS**”. **No physical application shall be entertained for engagement**
- Further, all candidates are advised to visit the website of the Agency <https://www.nagarnigamshahjahanpur.in/> regularly to update themselves regarding the date of the interview and final selection of candidates and shortlisted candidates will be intimated through email.

## 6. Document to be enclosed (can be done through portal/website)

1. Latest passport size coloured photograph. The photograph must be a recent passport size colour photograph with a light background, covering 80% of the candidate’s face.
2. Self-certified copies of the following documents:
  - a. 10th Mark sheet
  - b. 12th Mark sheet
  - c. Detailed Mark sheet Certificate/Degree qualification (both sides if there is written text on back side).
3. Signed and scanned Covering Letter (Annexure 2)
4. Signed and scanned Statement of Professional Experience and Key Expertise (Annexure 3)  
Upload experience certificate\* duly signed by the applicant.
5. Signed and scanned Curriculum Vitae (Annexure 4)

**\* Experience without an attached experience certificate will not be considered for evaluation**

## 7. Confidentiality

The Information relating to evaluation of the application and recommendations concerning awards shall not be disclosed to the Applicant, who has submitted the application or to other persons not officially concerned with the process.

## 8. Termination of Contract

Shahjahanpur Municipal Corporation, if not satisfied with the work performance of the appointed Civil Engineer, may terminate the Contract with 30 days’ notice in advance. If the candidate decides to resign then he/she should give at least a month’s advance notice to the Shahjahanpur Municipal Corporation.

## 9. Payment Terms & Condition

- a. The selected candidate i.e. Civil Engineer will be given fixed monthly remuneration by Shahjahanpur Municipal Corporation.
- b. TDS and other statutory deductions to be done as per prevailing Government norms.
- c. In house infrastructure facility for office space/ furniture/ office equipment's/ office supplies will be provided to the selected applicant.
- d. Payment will be made only through RTGS/NEFT electronic transfer.
- e. Payment will be made only after the Civil Engineer raises an invoice for the previous month along with attendance sheet addressed to the Chief Engineer/Executive Engineer of the Shahjahanpur Nagar Nigam and the latter approves the attendance sheet and invoice for release of payment.
- f. Payment will be made within 20 days after receiving the invoice for each month.

#### **10. Tenure of Engagement**

- a. The contract will be for **one year**.
- b. On completion of initial term of one year, the engagement contract may be extended further on an annual basis based on the satisfactory performance of the candidate subject to a maximum total engagement duration of 3 years.
- c. Either party may terminate the engagement by giving a mandatory minimum of 30 days' notice to the other party.
- d. The contractual services are liable for termination at any time before the expiry of the contract period due to poor performance or misconduct, as per requirement, by serving 30 days' written notice.
- e. The appointment is only for the contract period and the candidate will not have any lien to the Department in any manner after the end of the contract period.
- f. No claim shall be entertained for continuation/absorption whatsoever.

#### **11. General Terms & Conditions**

- a. All communications including Request for Expression of Interest (REOI) and Applicant contract for the proposed work will be issued in English/ Hindi language.
- b. Application submitted by fax, physically, telex or telegram shall not be entertained and shall be rejected.
- c. The applicant selection will be in accordance with the recruitment guidelines on the contract of the government of Uttar Pradesh.
- d. The selected candidate will have to sign an Agreement with the Shahjahanpur Municipal Corporation.
- e. No Applicant shall submit more than one application for the post.
- f. The Applicants shall be responsible for all of the costs associated with the preparation of their application and their participation in the Selection Process, visits to the Department, etc. The Department will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Selection Process.
- g. On acceptance of the selection offer, a contract agreement will be executed between the selected candidates and Nagar Nigam.



- h. This selection does not confirm any permanent job, and the Shahjahanpur Municipal Corporation can engage the selected candidate only on a temporary basis through a contract.

### Terms of Reference (TOR)

The Shahjahanpur Municipal Corporation (NN-SPN) is inviting applications for the selection of civil engineers on a one-year contract basis. The scheme is designed to ensure the quality and timely execution of road infrastructure projects. The detail of essential qualifications, experience, remuneration etc. for such engagement are as under:

Sr. No	Name of Posts	Number of Posts	Eligibility Criteria and Experience	Remuneration per month (in Rs)
1	Civil Engineer- (CMGRIDS and Construction Work Schemes)	01	<p><b>Education Qualifications</b> B.E/B.Tech in Civil Engineering OR Diploma in Civil Engineering</p> <p><b>Experience</b> For B.E/B.Tech- Total 5 years experience out of which 3 years experience in road construction preferably in urban area  For Diploma- Total 7 years experience out of which 5 years experience in road construction preferably in urban area</p> <p><b>Others requirements</b> Strong oral and written communication skills in both in writing and speaking Hindi and English language with a capacity to communicate effectively to a wide variety of audiences, including conducting periodic presentations.</p> <p>Ability to manage multiple tasks effectively.</p> <p>A strong team player with excellent leadership and interpersonal skills</p>	Rs 50,000 per month * consolidated.

\*On subsequent contract extension, increment of 7% pa applicable for 1 years without compounding will be applicable / Increment will be done on yearly basis.

### Scope of work

1. The Civil Engineer must execute the work strictly according to the directions provided by Shahjahanpur Municipal Corporation and in compliance with the applicable rules and regulations in force.
2. Without limiting the scope, the candidate must work in close liaison with Shahjahanpur Municipal Corporation and will be responsible for the following tasks
  - a. **Adhere to Guidelines**
    - i. Thoroughly familiarize yourself with and comprehend the design guidelines, branding guidelines, and mandatory requirements and with other best practices, such as Tender S.U.R.E.
  - b. **Checking of Good for Construction (GFC) Drawings:**
    - i. Ensuring that Good For Construction (GFC) drawings are issued accurately and timely by Nagar Nigam (consultant) to the contractors.
    - ii. Confirming that the GFC drawings are aligned with the approved project sequence and incorporate all necessary provisions and revisions.
  - c. **Design Compliance on Site:**
    - i. Ensure that all construction activities adhere to the approved design and specifications.
    - ii. Conduct regular site inspections to verify compliance with design standards.
    - iii. Address any deviations from the design promptly with Shahjahanpur Municipal Corporation and implement corrective measures suggested by Shahjahanpur Municipal Corporation.
  - d. **Quantity measurement and BOQ verification**
    - i. Keep track of materials consumed and verify contractor BOQ as first point of on-site contact.
    - ii. Highlight any deviations and escalations to Shahjahanpur Municipal Corporation promptly.
  - e. **Quality Control and Inspections:**
    - i. Implement quality control measures to ensure that construction work meets the required standards and specifications.
    - ii. Conduct regular quality audits and inspections to identify defects and address them with Shahjahanpur Municipal Corporation and rectify them accordingly.
    - iii. Maintain detailed records of quality inspections and corrective actions taken.
  - f. **Solving Issues on Site:**
    - i. Proactively identify construction-related issues on-site, address them with Shahjahanpur Municipal Corporation, and work towards resolving them.
    - ii. Facilitate communication between various teams to address and resolve conflicts.
    - iii. Implement solutions promptly to minimize project delays and disruptions.

**g. Timely Completion of Work:**

- i. Develop/monitor construction schedules to ensure project milestones are met.
- ii. Identify potential delays, address the matter with Shahjahanpur Municipal Corporation, and implement measures to mitigate them.
- iii. Coordinate with contractors and suppliers to ensure timely delivery of materials and resources.

**h. Documentation and Reporting:**

- i. Keep detailed records of all construction activities, changes, and decisions made throughout the project.

**i. Health and Safety Compliance:**

- i. Implement and enforce safety protocols and procedures to protect workers and site visitors.
- ii. Conduct regular safety audits and training sessions to ensure adherence to safety regulations.

**j. Coordination with Stakeholders:**

- i. Maintain effective communication with all project stakeholders
- ii. Coordinate with contractors, municipal departments, and other external agencies to ensure smooth project execution.
- iii. Participate in regular project meetings to provide updates and receive feedback from stakeholders.

These responsibilities will ensure the successful and efficient execution of the CMGRIDS project and other Construction Schemes maintaining high standards of quality and timely delivery.

**Reporting Arrangements**

- The selected candidates will report to concerned Chief Engineer/Executive Engineer of the Shahjahanpur Municipal Corporation for their day to day activity and on requirement monthly reporting on progress of the work to **Municipal Commissioner Shahjahanpur**, Shahjahanpur Municipal Corporation.
- Physical presence of the civil engineer at posting location is mandatory.

**Covering Letter**

To  
**The Municipal Commissioner Shahjahanpur,**  
Shahjahanpur Municipal Corporation,  
Shahjahanpur, Near Shahjahanpur College, Shahjahanpur

Sub: Engagement of civil engineers for Chief Minister Green Road Infrastructure Development scheme on contract basis for 1 years.

Sir

- a) With reference to your advertisement, and having examined the REOI Document and understood their contents, I hereby submit this CV for the post of **Civil Engineer**.
- b) I certify that all information provided therein is true and correct, nothing has been omitted that renders such information misleading; and all documents accompanying this application are true copies of their respective originals.
- c) I shall make available to the Shahjahanpur Municipal Corporation any additional information it may find necessary or require to supplement or authenticate the application.
- d) I acknowledge the right of the Department to reject the application without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.
- e) I certify that I fulfill the qualification and experience as sought by the Department.
- f) I further certify that no investigation by a regulatory Department is pending against me.

Yours faithfully,

Date:

(Signature and name of the Applicant)

Address

Mobile No:

E-mail ID:

## Statement of Professional Experience and Key Expertise

Name					
Sex (Male/Female/Transgender)					
Date of Birth					
PAN Number and ADHAAR Number					
Address for Communication					
Key Qualifications					
Total Experience					
<b>Statement of Professional experiences–Key expertise</b>					
Sl. No.	Client/ Organization	Designation	Project Name	Key Task performed	Duration (months)
A	<b>Total professional experience* in civil engineering works/road construction</b>				
1					
2					
3					
B	<b>Experience of working in road construction projects/urban road (carriageway construction) involving on site implementation, project management, site engineering inputs etc (design experience will not be considered)</b>				
1					
2					
3					
4					
5					
4					
C	<b>Working Experience in the Region (UttarPradesh)</b>				
1					
2					
3					
4					
D	<b>Working experience in road related projects/integrated road projects like Construction of carriageway, footpath, and underground utilities like sewer line, water line, storm water, OFC, construction of integrated roads, electric cables, gas lines, etc</b>				
1					
2					

**Statement of Interest (maximum1 Page)**

Note:- Candidate can increase the row to add the information related to their experience in the above table.

## Curriculum Vitae of the Applicant

Name	
Date of Birth	
Citizenship	
Education	<i>Summarize college/ university and other specialized Education of staff member, giving names of schools, dates attended, and degrees obtained</i>
Membership in Professional Associations	
Other Training	
Countries of Work Experience	
Languages	Indicate proficiency in speaking, reading and writing Of each language by 'excellent', 'good' or 'poor'.
Employment Record <i>Starting with present position, list in reverse order every employment held. For experience in last 5/7 years, also give types of activities performed and client references, where appropriate.</i>	From: Date to Date Employer: Position Held:
Work Under taken that Best Illustrates Capability to Handle the Tasks Assigned	
<b>Certification</b>	
(signature with date)	
I, the undersigned, certify to the best of my knowledge and belief that this CV correctly describes my qualifications and my experience. I understand that any wilful misstatement described herein may lead to disqualification or dismissal, and/or any other disciplinary action being taken by the Department.	