

## **ADVERTISEMENT FOR CALLING APPLICATIONS FOR ENGAGEMENT OF INDIVIDUAL CONSULTANTS (IC) - FULL TIME ON CONTRACTUAL BASIS**

**IIFCL Projects Limited (IPL)**, is a wholly owned subsidiary of India Infrastructure Finance Company Limited (IIFCL), a Government of India Enterprise. IPL was established in February 2012, with the main objective of providing Financial & Infrastructure Advisory services to various Central & State Government and its affiliates, Local Bodies and Private Developers. The Company has also been engaged in Capacity Building and Policy Advocacy services. The company caters to the demand for advisory services to projects across the spectrum of infrastructure sector including roads, highways, ports, airports, power including renewable, tourism, urban infrastructure like water supply & sewerage projects, solid waste management etc. IPL is currently engaging with several State Governments to provide infrastructure advisory services.

IPL invites applications from eligible individuals with requisite experience in the field of infrastructure for engagement as **Individual Consultants (IC) – Full Time** on contract basis through open market. These IC's are expected to be stationed at its Head Office in Delhi and/or any branch office and/or across various States wherein IPL is working or intends to work under mandate.

Details of the positions and terms & conditions as well as period of engagement, eligibility, experience, etc. are as under : -

- **SPECIALISATIONS**

Applicants having experience in the following areas as per the Individual Consultant (IC) code may apply:

<b>IC Code</b>	<b>Position</b>	<b>Grade</b>	<b>Location</b>	<b>Role</b>
01	Consultant	I	Delhi	Project & Contract Management Support
02	Consultant	I	Delhi	Procurement Support
03	Consultant	I	Delhi	Financial & Costing Support
04	Consultant	I	Delhi	MIS Support
05	Consultant	I/II	Delhi	Investment Expert/ Manager
06	Consultant	I	Delhi	Digital Public Infrastructure Support
07	Consultant	I/II	Delhi	Legal Manager
08	Consultant	II	Delhi	Procurement Expert

09	Consultant	II	Delhi	IT & MIS Expert
10	Consultant	III	Delhi	Team Leader
11	Consultant	I	Delhi	Project Associate
12	Consultant	II	Delhi	State Programme Manager
13	Consultant	II/III	Delhi	Environmental Safeguards Specialist
14	Consultant	II	Delhi	Finance Expert
15	Consultant	II/III	Delhi	Senior Consultant
16	Consultant	II	Delhi	Consultant (Outreach & Onboarding Support)
17	Consultant	II	Delhi	Consultant (Claims, Finance & MIS)
18	Consultant	II	Delhi	Consultant (Partnerships & Ministry Engagement)
19	Consultant	I/II/III	Shillong	Project Management Specialist
20	Consultant	I	Chennai	Project Manager – Tourism
21	Consultant	I	Chennai	Master Planner
22	Consultant	I/II	Chennai	Tourism Management Specialist
23	Consultant	I/II	Chennai	Project Manager Cum Procurement Specialist
24	Consultant	I/II/III	Aizawl	Tourism Specialist
25	Consultant	I/II	Aizawl	Agri Sector Expert
26	Consultant	I	Aizawl	Project Associate
27	Consultant	I/II	Delhi	Project Finance & Modelling Expert
28	Consultant	II	Delhi	Procurement Expert
29	Consultant	I/II	Gandhinagar	Project Finance & Modelling Expert

Candidates are required to explicitly state the 'IC Code' and 'Grade Code' against which they are applying as asked for at page no 1 of Detailed application format.

• **REMUNERATION**

Remuneration of the Individual Consultant(s) shall be made within the corresponding band as per the following grades based on number of years of post-qualification experience.

<b>Grade Code</b>	<b>Grade</b>	<b>Post – Qualification Relevant Experience in years</b>	<b>Maximum Age as on 30.04.2024</b>	<b>Remuneration Range* (INR per month)</b>
I	Consultant (Grade I)	3 - 8	45	80,000 - 1,45,000
II	Consultant (Grade II)	8 – 15	50	1,45,000 – 2,65,000
III	Senior Consultant	15 years and above	62	2,65,000 - 3,30,000

\* The remuneration for the selected candidates shall be decided based on his/her expectations, experience and expertise. The decision of IPL shall be final and binding in this regard.

• **TA/DA**

The Consultants shall be allowed to undertake tours as required by their duties for which TA/ DA and Hotel Accommodation shall be paid/reimbursed as per Company policy.

• **ACADEMIC QUALIFICATIONS AND PROFILE**

• **CONSULTANT (IC CODE - 01) Project & Contract Management Support**

<b><u>Qualification</u></b>	<b><u>Experience</u></b>	<b><u>Role</u></b>
<b>Support Role</b> Graduation from any engineering discipline from a reputed institute Preferred: Engineering	Minimum 5 Years of experience in the infrastructure project development sector. Knowledge of the PIB (public investment Board) process will be	Assist the Project and Contract Management Expert of the team in undertaking the following roles: • Will be responsible for overseeing the project & contract management for the allocated projects

<p>Graduates in the field of Civil, Mechanical, Electrical or relevant field etc</p>	<p>preferred. Preparation of DPR, Vetting of contracts drafts. Experience of working on GeM/ CPP portal and awareness on internal working of government departments while carrying out e-procurement process/ tendering process through procurement portals shall be preferred.</p>	<p>Review of contractual structure, local regulations, implementation modalities &amp; process of execution for each allocated project</p> <ul style="list-style-type: none"> <li>• Vetting of contracts drafts Assistance in contract &amp; project monitoring including identifying critical paths, advising corrective measures/planning in advance, identifying delays, advising mitigative actions, assistance in examination of contractor/consultants claims etc</li> <li>• To coordinate with the technical/ sectoral experts in the team for overall supervision of the project management</li> <li>• Vetting of quality control policies, inspection and commissioning procedures, standards, and other documentation necessary to abide by during construction.</li> </ul>
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• **CONSULTANT (IC CODE - 02) Procurement Support**

<u>Qualification</u>	<u>Experience</u>	<u>Role</u>
<p><b>Support Role</b> Master's in engineering/ finance/ MBA (Finance)/ equivalent/ Postgraduate/ MBA or equivalent</p>	<p>Minimum 3 Years of experience in the infrastructure development sector procurement related activities. Experience on GeM procurement portal and awareness on internal working of government departments while carrying out e-procurement process/ tendering process through GeM portal shall be preferred.</p>	<p>Assist the Procurement Expert of the team in undertaking the following roles:</p> <ul style="list-style-type: none"> <li>• To provide direct support in all procurement related activities for projects.</li> <li>• Selection of Implementing Agency (turn-key, specific contractor or concessionaire arrangement) through competitive bidding process as per GFR Rules/review of applicable local procurement regulations, if any</li> <li>• Preparing specific tender documents including contract drafting/review of concession agreements in</li> </ul>

		coordination with sectoral expertise based on requirements from Divisions in the Ministry as well as drafting specific contracts.
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• **CONSULTANT (IC CODE - 03) Financial & Costing Support**

<b><u>Qualification</u></b>	<b><u>Experience</u></b>	<b><u>Role</u></b>
<b>Support Role</b> Postgraduate in Finance/MBA (Finance)/ CA/ CMA/ CFA from a reputed university/ Postgraduate/ MBA or equivalent	Minimum 3 years of experience in financial analysis/ financial assessment/ cost estimation and other financial and costing related activities in the infrastructure project development sector. Knowledge of the PIB (public investment Board) process will be preferred.	Assist the Financial Expert of the team in undertaking the following roles: <ul style="list-style-type: none"> <li>• Review and assessment of project costing, expenditure, budgeting, cost escalation, physical and financial progress etc.</li> <li>• Assistance in financial analysis of optimum models of execution of projects with respect to financial viability and cost analysis.</li> </ul>

• **CONSULTANT (IC CODE - 04) – MIS Support**

<b><u>Qualification</u></b>	<b><u>Experience</u></b>	<b><u>Role</u></b>
<b>Support Role</b> Bachelor's in technology/IT, Computer applications, Postgraduate or Graduate or equivalent in relevant field	Minimum 3 years of experience in project management.	Assist the MIS & IT Expert of the team in undertaking the following roles: <ul style="list-style-type: none"> <li>• Generating MIS Reports for specific projects, Scenario analyses from time to time in project execution, aid in geo-tagging of projects where feasible</li> <li>• To work in collaboration with IT expert for dashboard maintenance and upgradation for data monitoring and IT interventions</li> <li>• Assist in documentation for knowledge management and impact analysis based on</li> </ul>

		completed and ongoing projects.
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• **CONSULTANT (IC CODE - 05) - Investment Expert/ Manager**

<u>Qualification</u>	<u>Experience</u>	<u>Role</u>
<p><b>Expert Role</b> Master's /Post Graduate degree in Finance/Business management from premier national/international institute</p> <p>-----</p> <p><b>Support Role</b> Masters in finance/ CA/ Postgraduate / MBA or equivalent</p>	<p>Minimum 10 years of work experience in overseeing debt funding and/ or private equity tie-ups in infrastructure development in India or other developing economies. Experience of working on international projects will be preferred.</p> <p>-----</p> <p>Minimum 3 years of professional experience in overseeing debt funding and/ or private equity tie-ups in infrastructure development in India or other developing economies.</p>	<ul style="list-style-type: none"> <li>• Providing inputs in review of Investment Plans</li> <li>• Providing Strategic inputs to the Ministry in various investment scenarios for project implementation</li> <li>• Assist in formulation of strategies for project development and investment impact analysis</li> </ul> <p>-----</p> <p>Assist the Investment Expert for investment strategies, monitoring funds and providing funding options to the Ministry</p>

• **CONSULTANT (IC CODE - 06) - Digital Public Infrastructure Support**

<u>Qualification</u>	<u>Experience</u>	<u>Role</u>
<p><b>Support Role</b> Postgraduate/ MBA or equivalent/engineering graduate or equivalent.</p>	<p>Minimum 3 years of work experience in the field of Digital Public goods listed on <a href="http://www.indiastack.org">www.indiastack.org</a> or Digital Public Infrastructure viz Digital ID (eg Aadhaar)/Payment interface (eg UPI/NPCI/ MeitY )/Data Exchange platform or Project (eg DigiLocker) of similar nature. Experience of working on Government/Regulator projects will be preferred. Candidates showcasing their existing work suitable for the post during the interview shall be preferred.</p>	<p>Assist the DPI Expert of the team in undertaking the following roles:</p> <ul style="list-style-type: none"> <li>• Assist in developing roll-out strategy/ implementation plans for Digital products to countries as per Ministry's recommendations</li> <li>• Bringing technical sector expertise in related specific projects.</li> </ul>

• **CONSULTANT (IC CODE - 07) – Legal Manager**

<u>Qualification</u>	<u>Experience</u>	<u>Role</u>
Degree in law/LLB from a national/international premier institute of India. Master's in law from a national/international premier institute of India will be preferred	Minimum 6 years of total work experience in any field of law post enrolment in corresponding Bar Council of India. Min 2 years of experience of working on international projects/ drafting of international agreements/ consultancy service agreements/ MoU etc will be preferred.	Assist the ministry in Legal matters.

• **CONSULTANT (IC CODE - 08) – Procurement Expert**

<u>Qualification</u>	<u>Experience</u>	<u>Role</u>
'Master's degree, or equivalent, in Business Administration, Economics, Engineering or other related fields from a national/international premier institute	Minimum 10 years of experience in managing procurement activities Must have experience of tendering process, preparation of bid/ tender documents like EOI, RfQ/RfP, Concession Agreements, contract drafting etc. Must have in depth knowledge of procurement regulations of government and multilateral development banks Experience of working on international projects will be preferred. Experience on GeM/ CPP procurement portal and awareness on internal working of government departments while carrying out e- procurement process/ tendering process through GeM portal shall be preferred.	<ul style="list-style-type: none"> <li>To provide direct support in all procurement related activities for projects.</li> <li>Selection of Implementing Agency (turn-key, specific contractor or concessionaire arrangement) through competitive bidding process as per GFR Rules/review of applicable local procurement regulations, if any</li> <li>Preparing specific tender documents including contract drafting/review of concession agreements in coordination with sectoral expertise based on requirements from Divisions in the Ministry as well as drafting specific contracts</li> </ul>

• **CONSULTANT (IC CODE - 09) – IT & MIS Expert**

<u>Qualification</u>	<u>Experience</u>	<u>Role</u>
Essential: Masters/Post graduate diploma in management/IT/ Computer Science or	Minimum 10 years of experience as maintaining dashboard/portal/data management and/or	<ul style="list-style-type: none"> <li>Management and regular updation of MEA/DPA</li> </ul>

<p>Postgraduate or Graduate or equivalent in relevant field /Finance /Management from premier national/international institute.</p>	<p>monitoring. Prior experience of similar nature in the National/State level programme in working on dot net, windows server. Sql, data and application migration experience on premise as well as cloud shall be preferred.</p>	<p>dashboard/Web portal with dynamic and interactive content for central administration</p> <ul style="list-style-type: none"> <li>• Generating MIS Reports for specific projects, Scenario analyses from time to time in project execution, aid in geo-tagging of projects where feasible</li> <li>• To work in collaboration with IT expert for dashboard maintenance and upgradation for data monitoring and IT interventions</li> <li>• Assist in documentation for knowledge management and impact analysis based on completed and ongoing projects</li> </ul>
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• **CONSULTANT (IC CODE - 10) – Team Leader**

<u>Qualification</u>	<u>Experience</u>	<u>Role</u>
<p>Master's degree in Management/Planning/ Postgraduate/ CFA from a national/international premier institute</p>	<p>20+ years of experience in Infrastructure project development/programme implementation and management of similar scale and nature with Government of India/ funded assignments At least 5 years in a leadership position at State/National level with preferable experience of working on international projects Discretion - less experience between 15-20 years may be considered for suitable candidate</p>	<ul style="list-style-type: none"> <li>• Will work directly under the supervision of the concerned project leads for DPA I/II/III/IV in the MEA Accountable for planning, execution, monitoring, management, completion, and delivery.</li> <li>• Will lead and supervise the team</li> </ul>

		<p>in overall projects management</p> <ul style="list-style-type: none"> <li>• Coordination with relevant Divisions, Embassies and necessary stakeholders in end-to-end project cum contract process.</li> </ul>
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• **Consultant (IC code -11) - Project Associate**

<u>Qualification</u>	<u>Post Qualification Experience</u>
<p>Graduates/Post Graduates (Preferred) from recognized National universities.</p>	<ul style="list-style-type: none"> <li>• minimum 5 years' experience in project management/project development/ control room management etc.</li> <li>• proficient in the use of word/ excel/ PowerPoint etc.</li> <li>• experience of working for with Central/State Government will be preferred.</li> <li>• experience in designing creatives, infographics, and banners for social media platforms, websites, and events, preferably for Government schemes will be preferred.</li> <li>• experience in content development for print, electronic, and social media outreach, with prior experience in government/public sector communication initiatives will be preferred.</li> </ul> <p>Experience in translation, content refinement, and adaptation, along with design and layout skills to support bilingual communication; conceptualizing and creating print media advertisements in line with campaign requirements; drafting and preparing press releases and media notes following key events and milestones under government schemes will be preferred</p>

• **Consultant (IC code -12) - State Program Manager**

<u>Qualification</u>	<u>Post Qualification Experience</u>
Masters/Post graduate	<ul style="list-style-type: none"> <li>• At least 8 years experience in designing /</li> </ul>

<p>diploma in Business Management from a recognized national/international institute.</p>	<p>implementation of State level Projects in MSME sector / Program Management/ Technical Assistance/Loan assistance/Programme Development /State Program Implementation Unit/PMUs for various development programs/GOI schemes and/or experience of managing Key Result Areas &amp; Disbursement Link Indicators (DLIs) under such programmes.</p> <ul style="list-style-type: none"> <li>• Out of above total experience, at least 5 years of post-qualification experience in working for State Governments in hand holding and running Government of India/ State Government programs and strengthening Centre-State collaboration.</li> <li>• Working for MSME cluster development projects or MSME Programs with knowledge of existing MSME schemes such as CGTMSE/CLCS will be preferred.</li> <li>• Experience in working with State Governments/ Public agencies in establishing business and marketing linkages/building relationships of state governments with the key MSME associations and sector associations to facilitate new investments in the states/ developing relationships with various Lenders, angel investors, VC funds, impact investors and NRIs who may provide early-stage seed capital for supporting new businesses will be preferred.</li> <li>• Prior experience of working with GFR/PFMS/Government budget will be preferred.</li> </ul>
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• **Consultant (IC code -13) - Environmental Safeguards Specialist**

<u>Qualification</u>	<u>Post Qualification Experience</u>
<p>Post graduate degree in Environmental Management/ Biology/Geology/Environment</p>	<ul style="list-style-type: none"> <li>• At least 10 years' experience in assignments for supporting, advising and/ or collaborating with public institutions on environmental assessments/ environmental management/ Climate change/ Sustainable development policies and</li> </ul>

	<p>requirements.</p> <ul style="list-style-type: none"> <li>Working on World Bank environmental safeguard operational policies and approaches shall be preferred</li> </ul>
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• **Consultant (IC code -14) - Finance Expert**

<u>Qualification</u>	<u>Post Qualification Experience</u>
<p>CA/CWA/MBA(Finance) from a premier National/International institute.</p>	<ul style="list-style-type: none"> <li>At least 10 years' experience in developing access to finance for MSME enterprises/handling credit portfolios for assisting MSMEs with Banks/FIs/NBFCs/programmes financed by International Development organizations/government programmes.</li> <li>Experience in areas of Project Appraisal/Credit Appraisal/Financial Analysis/ Credit Monitoring of Commercial Credit, Debt/Equity Syndication or Risk Analysis/Risk Management while working for Financial Institutions/Commercial Banks/ NBFCs/ Merchant Bankers/ Investment Bankers/Finance Department of Corporates/ Financial Research, Consultancy Firm &amp; Advisory Company will be preferred.</li> <li>Experience of budgeting and financing under Strategic Investment Plans (SIPs) under existing state/central MSME schemes will be preferred.</li> <li>Prior experience &amp; knowledge of Central Govt. Rules relating to budget, financial management and audit /accounts, grant in aid allocation/management/end use verification, besides good working experience in computerized maintenance of accounts, knowledge of PFMS software for financial activities etc. will be preferred.</li> </ul>

• **Consultant (IC code -15) - Senior Consultant**

<u>Qualification</u>	<u>Post Qualification Experience</u>
<p>Post Graduate in Business Administration / Project Management or a related field.</p>	<ul style="list-style-type: none"> <li>• Minimum 12 years' experience in program management, government advisory, or leading large-scale e-commerce or MSME-focused initiatives.</li> <li>• Prior experience in e-commerce ecosystem preferred.</li> </ul> <p><b>KEY RESPONSIBILITIES</b></p> <p>1. Program Management &amp; Strategic Oversight:</p> <ul style="list-style-type: none"> <li>• Develop and maintain the master project plan for the MSME sector initiative, defining clear phases, milestones, dependencies, and timelines for each component (e.g., workshops, onboarding, claims).</li> <li>• Act as the central point of control for all PMU operations, ensuring that all activities are aligned with the scheme's objectives as laid out in the SOP and that resources are allocated effectively.</li> <li>• Proactively identify, assess, and mitigate programmatic risks. This includes anticipating operational hurdles (e.g., low SNP participation in certain regions), financial risks (e.g., delays in fund flow), and reputational risks, and developing robust contingency plans to address them.</li> </ul> <p>2. High-Level Stakeholder Management:</p> <ul style="list-style-type: none"> <li>• Serve as the primary liaison and build strong working relationships with senior officials at the Central Ministry and key ecosystem partners.</li> <li>• Lead and prepare for high-level review meetings, including monthly progress updates leadership and quarterly presentations to the Scheme Monitoring Committee (SMC).</li> <li>• Manage and resolve escalations from all stakeholders. This involves stepping in to mediate complex issues such as policy interpretation disputes, persistent non-performance by a partner, or critical feedback from industry bodies.</li> </ul>

	<p>3. Team Leadership &amp; Performance Reporting:</p> <ul style="list-style-type: none"> <li>• Lead, guide, and mentor the PMU team, fostering a collaborative and high-performance work environment. This includes setting clear performance goals (KPIs) for each team member and providing regular feedback and support.</li> <li>• Assign and delegate tasks effectively across the team, ensuring a balanced workload and clear ownership of responsibilities.</li> <li>• Oversee the preparation and presentation of all program reports. This includes weekly flash reports for internal management, detailed monthly progress reports for the Ministry, and comprehensive analytical reports that provide strategic recommendations for scheme improvements.</li> </ul> <p><b>DESIRED SKILLS AND COMPETENCIES</b></p> <ol style="list-style-type: none"> <li>1. Strategic thinking, planning, and multi-tasking abilities.</li> <li>2. Strong leadership and team management skills.</li> <li>3. Excellent coordination and communication skills for senior stakeholder engagement.</li> <li>4. Proven track record of successfully managing complex, time-bound projects.</li> <li>5. Strong analytical and problem-solving capabilities.</li> <li>6. Ability to work under pressure and meet tight deadlines.</li> <li>7. Willingness to travel as needed.</li> </ol>
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• **Consultant (IC code -16) - Outreach & Onboarding Support**

<u>Qualification</u>	<u>Post Qualification Experience</u>
<p>Graduate or Post Graduate in Business Administration, Marketing, Communications, or a related field.</p>	<ul style="list-style-type: none"> <li>• Minimum 8 years' experience in event management, marketing, business development, or a client-facing coordination role.</li> <li>• Prior experience in e-commerce ecosystem preferred.</li> </ul> <p><b>KEY RESPONSIBILITIES</b></p>

### **1. Event Execution & Management:**

- Plan and manage the logistics for various nationwide awareness workshops, including venue identification and booking, vendor management for materials and catering, and sending out invitations.
- Organize and moderate virtual conferences (VCs) with MSME clusters, industry associations, and state government bodies, managing the technical setup and participant coordination.
- Act as the on-site lead during events, managing the registration desk, providing information to attendees, and ensuring the smooth flow of the agenda.
- Ensure follow up and uptake of the workshop for onboarding of attendees.
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### **2. Outreach & Campaign Execution:**

- Execute mass outreach campaigns by creating and disseminating promotional mailers, social media content, and newsletters.
- Coordinate closely with Branch Offices of scheme implementing agency to ensure seamless execution of local outreach activities, providing them with standardized promotional materials, presentations, and support.
- Track and report on the effectiveness of outreach campaigns by monitoring registrations, attendance figures, lead conversion rates, and post-event feedback.

### **3. Onboarding & Helpdesk Support:**

- Provide back-end support for resolving MSE registration issues on the portal, guiding them through the process.
- Manage the first level of queries coming to the helpdesk via email and phone, resolving them directly or escalating them to the appropriate resource within the PMU.

### **DESIRED SKILLS AND COMPETENCIES**

1. Strong event management and organizational

	<p>skills.</p> <p>2. Excellent interpersonal and communication abilities.</p> <p>3. Proficiency in Microsoft Office Suite.</p> <p>4. Ability to work effectively both independently and as part of a team.</p> <p>5. Proactive and solution-oriented mindset.</p> <p>6. Willingness to travel extensively</p>
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• **Consultant (IC code -17) - Claims, Finance & MIS**

<u>Qualification</u>	<u>Post Qualification Experience</u>
<p>Post graduate degree in Environmental Management/Biology/Geology/EnvironmentPost Graduate in Finance, Commerce, or Business Administration.</p>	<ul style="list-style-type: none"> <li>• Minimum 8 years' experience in financial operations, claims processing, audit, or MIS management, preferably within a government scheme or large-scale project.</li> <li>• Prior experience in e-commerce ecosystem preferred.</li> </ul> <p><b>KEY RESPONSIBILITIES</b></p> <p><b>1. Claims Management &amp; Validation:</b></p> <ul style="list-style-type: none"> <li>• Design, implement, and manage the end-to-end claims processing workflow for all subsidy components, creating standardized checklists and verification protocols.</li> <li>• Conduct thorough, first-level validation of all claims submitted by SNPs, ensuring completeness of documentation (e.g., invoices, auditor certificates, transaction logs) and adherence to SOP criteria.</li> <li>• Coordinate directly with SNP finance teams to resolve discrepancies, request additional documentation, and communicate reasons for any claim rejections in a clear and professional manner.</li> </ul> <p><b>2. MIS &amp; Reporting:</b></p> <ul style="list-style-type: none"> <li>• Establish and maintain the master</li> </ul>

	<p>database for all financial transactions, including claims received, processed, rejected, and disbursed.</p> <ul style="list-style-type: none"> <li>• Generate regular MIS reports, including weekly dashboards on claims status, monthly reports on financial utilization against budget heads, and quarterly forecasts.</li> <li>• Ensure all financial documentation is meticulously organized and audit-ready for internal, statutory, and World Bank audits.</li> </ul> <p><b>3. Fund Flow Coordination:</b></p> <ul style="list-style-type: none"> <li>• Act as the bridge between the PMU and finance and accounts departments of scheme implementing agency to ensure timely disbursement of approved claims to SNPs.</li> <li>• Track the fund flow and take the lead in preparing and submitting Utilization Certificates (UCs) as per GFR norms.</li> </ul> <p><b>DESIRED SKILLS AND COMPETENCIES</b></p> <ol style="list-style-type: none"> <li>1. Strong understanding of financial processes, compliance, and auditing principles.</li> <li>2. High proficiency in MS Excel and data management tools.</li> <li>3. Excellent attention to detail and analytical skills.</li> <li>4. Effective communication skills for coordinating with financial stakeholders.</li> <li>5. Ability to work independently and manage time-sensitive tasks.</li> </ol>
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• **Consultant (IC code -18) - Partnerships & Ministry Engagement**

<u>Qualification</u>	<u>Post Qualification Experience</u>
Post Graduate in Public Policy,	<ul style="list-style-type: none"> <li>• Minimum 8 years' experience in government relations, corporate affairs, strategic</li> </ul>

<p>Business Administration, or a related field.</p>	<p>partnerships, or working with industry associations.</p> <ul style="list-style-type: none"> <li>• Prior experience in e-commerce ecosystem preferred.</li> </ul> <p><b>KEY RESPONSIBILITIES</b></p> <p><b>1. Inter-Ministerial Coordination &amp; Convergence:</b></p> <ul style="list-style-type: none"> <li>• Build and maintain strong working relationships with nodal officers in partner ministries and flagship schemes.</li> <li>• Drive large-scale MSE onboarding by developing and executing concrete plans for integrating with the beneficiary databases of these partner schemes, including data-sharing protocols and joint awareness campaigns.</li> </ul> <p><b>2. Stakeholder &amp; Industry Engagement:</b></p> <ul style="list-style-type: none"> <li>• Serve as the primary liaison for major industry associations (e.g., FICCI, CII), chambers of commerce, and state MSME departments to embed the initiative into their regular programs.</li> <li>• Represent the organisation at industry events, seminars, and expos to promote the scheme, forge new partnerships, and identify potential high-impact clusters for targeted intervention.</li> <li>• Gather, collate, and analyze structured feedback from industry stakeholders to provide actionable insights for scheme improvements and policy recommendations.</li> </ul> <p><b>3. Strategic Campaign Support:</b></p> <ul style="list-style-type: none"> <li>• Support the Team Lead in developing targeted onboarding campaigns for specific high-potential sectors (e.g., Handicrafts, Food Processing, Auto Components) and geographical clusters.</li> <li>• Prepare high-quality briefing notes, presentations, and background documents for high-level meetings with senior government officials and industry leaders.</li> </ul> <p><b>DESIRED SKILLS AND COMPETENCIES</b></p> <ol style="list-style-type: none"> <li>1. Proven track record in building and managing strategic relationships.</li> <li>2. Strong networking and government liaison skills.</li> </ol>
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	<p>3. Excellent verbal and written communication skills for preparing formal documents and presentations.</p> <p>4. Strategic thinking and the ability to identify and leverage partnership opportunities.</p> <p>5. Deep understanding of the government and MSME ecosystem.</p> <p>6. Ability to work independently and drive initiatives with minimal supervision.</p>
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- **Consultant (IC Code -19) - Project Management Specialist (Grade I/II/III) For Shillong**

<u>Qualification</u>	<u>Post Qualification Experience</u>
<p><b>Essential: -</b></p> <p>Bachelor's in engineering/  Bachelors in Technology/  Bachelors in Architecture/  Bachelors in Planning/MBA</p> <p>OR</p> <p>3 Years of experience in Ropeway or Tourism Projects after completion of Diploma in Engineering</p>	<p>Post qualification experience in Infrastructure project implementation, Review of applicable regulations, Engineering drawing, technical specifications/ Preparation of DPR/ Site supervision during installation, testing, and commissioning phases, post commissioning maintenance, O&amp;M, and ensuring compliance with approved plans, Compliance with Safety Protocols, Manuals and Regulatory Compliance.</p> <p>Preference to projects with multilateral funded/Central/ State governments projects.</p>

- **Consultant (IC Code -20) - Project Manager – Tourism (Grade I) for Chennai**

<u>Qualification /Eligibility</u>	<u>Experience</u>
<p>PG degree in Business Administration/ Urban or Infrastructure Planning with Graduation in Architecture/ Planning/ Engineering</p>	<ul style="list-style-type: none"> <li>• Minimum 3 <b>years of professional experience (post PG)</b> as Project Manager for development of Infrastructure project across sectors (Tourism, Urban Infrastructure, Real Estate/Commercial, Industrial Infrastructure, Transportation) covering DPR /DFR/TEFR preparations and Bid process Management.</li> <li>• <b>Should have experience in handling at least one project in Tourism sector.</b> As part of relevant tourism project experience, the applicant should have specific experience in Market Study &amp; demand assessment for tourism destination or identification of tourism products/components or establishment of Tourism Destinations/preparation of DPR.</li> <li>• <b>Should have experience in handling</b></li> </ul>

	<p><b>procurement process</b> (bid preparation &amp; process management) for at least one infrastructure projects across sectors</p> <ul style="list-style-type: none"> <li>• <b>Shall have experience in preparing presentations and presenting to Clients, coordination with various agencies in project coordination.</b></li> <li>• Shall have good knowledge in MS office tools (Excel, Power Point, Word etc.)</li> </ul>
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• **Consultant (IC Code -21) - Master Planner (Grade I) for Chennai**

<b>Qualification /Eligibility</b>	<b>Experience</b>
PG degree in Architecture/ Urban Design / Landscaping/ Heritage Conservation/ Urban Planning or Infrastructure Planning or equivalent with Graduation in Architecture/ Planning/ Engineering with atleast 3-6 years of professional experience in Master Plan preparation / Architectural designing.	<ul style="list-style-type: none"> <li>• <b>Minimum 3 years of professional experience (post PG)</b> as Project Manager for preparation of Master Plans and Master Plan related DPRs . Master Plan Preparation/ Master Plan DPR can be for destination developments comprising of area more than 5 acre and shall cover site layout plans, architectural designs, landscape designs, Site level infrastructure design, Transportation planning &amp; design, cost estimation etc. across sectors covering Tourism/ Hospitality, Commercial/ Real Estate, Industrial Master Plans, Institutional and other relevant sectors.</li> <li>• Should have experience in preparing at least one Master Plan for Tourism Sector covering Master plan for a tourism destination/Park/ Recreational area/ Religious Destination/ Heritage precinct/ Conservation Area/ Hotel/ Resorts etc.</li> <li>• Shall poses good experience in application of AUTCAD or equivalent CAD software tools in preparing cad drawings , Sketch-up or equivalent 3D software in preparation of 3D views and preparing rendered 3D views and should posses good knowledge in preparing presentations to Govt Officials/ Clients</li> </ul>

• **Consultant (IC Code -22) - Tourism Management Specialist (Grade I/II) for Chennai**

<b>Qualification /Eligibility</b>	<b>Experience</b>
PG degree in Business Administration/ Urban or Infrastructure Planning / Tourism Management or Tourism Infrastructure or any equivalent	<ul style="list-style-type: none"> <li>• <b>Minimum 6 years of professional experience (total professional experience)</b> in project management of Infrastructure project development across sectors.</li> <li>• <b>At least 3 years of relevant experience in managing Tourism sector projects/</b> Tourism infrastructure projects/ Consulting or Advisory</li> </ul>

	<p>experience in tourism sector projects. As part of relevant tourism project experience, the applicant should have specific experience in Market Study &amp; demand assessment for tourism destination or identification of tourism products/components or establishment of Tourism Destinations.</p> <ul style="list-style-type: none"> <li>• <b>Should have experience in handling procurement process</b> (bid preparation &amp; process management) for infrastructure projects across sectors</li> <li>• <b>Should have handled at least two projects under PPP mode</b> across sectors covering project conceptualisation, projects structuring, bid preparation &amp; bid process management.</li> <li>• Should possess skills in client management and coordination with multiple agencies, preparing &amp; presenting project related details to client. Experience in working with Govt agencies/ Govt Project/ Govt Clients will be an added advantage</li> </ul>
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- **Consultant (IC Code -23) - Project Manager Cum Procurement Specialist (Grade I/ II) for Chennai**

Qualification /Eligibility	Experience
PG degree in Business Administration/ Urban or Infrastructure Planning or equivalent	<ul style="list-style-type: none"> <li>• Minimum <b>6 years of professional experience</b> in project management of Infrastructure project development across sectors and shall have sufficient experience in handling procurement process/ Bid Process Management for infrastructure Project</li> <li>• <b>Shall have at least 3 years of relevant experience in managing</b> infrastructure projects/ Consulting or Advisory experience in Infrastructure projects. As part of relevant experience, shall have experience in project identification, conceptualisation, project development, coordinating Market Study &amp; demand assessment, formulating project product mix /components, preparation of Project structuring, identification of project implementation mode including PPP modes, reviewing/coordinating preparation of Financial Modelling and carrying out financial feasibility, shall possess experience in coordinating TEFR,DFR,DPR etc. and experience in procurement/Bid process management.</li> <li>• <b>Shall have experience of handling procurement process/ Bid Process Management for various modes of implementation for at least 6 project out of which at least 3 shall be for PPP modes across sectors .</b></li> </ul>

	<ul style="list-style-type: none"> <li>• Bid process management shall include experience in preparation of Bid documents including preparation of RFP/RFQ, Draft Concession Agreement, /Draft Contract etc., facilitation in bid invitation, coordinating pre-bid meeting, preparation of response to pre-bid queries and corrigendum, holding market sounding exercise, facilitation in evaluation of bids, facilitation on finalisation of Concession agreement/ contract agreement etc.</li> <li>• Should poses skills in client management and coordination with multiple agencies, preparing &amp; presenting project related details to client. Experience in working with Govt agencies/ Govt Project/ Govt Clients will be an added advantage</li> </ul>
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• **Consultant (IC Code -24) - Tourism Specialist (Grade I/II/III) for Aizawl**

<u>Qualification</u>	<u>Post Qualification Experience</u>
<p><b>Essential:</b> Master's degree in Management/ Business Administration/ Planning/ Architecture/ Engineering/Technology/ Tourism or Bachelor's degree in Tourism or related discipline</p>	<p>The candidate must have post qualification experience in working for Tourism projects/Preparation or Formulation of Tourism policies/ Preparation of Destination Development/ Development of tourism circuit/Feasibility study for tourism project/ Facilitating Govt Agencies towards identifying Investors or Developers for Tourism projects or activities/ Identification and or Implementation of Tourism activities</p> <p><b>Desirable Experience:</b></p> <ul style="list-style-type: none"> <li>• Experience in preparation and or implementation of Tourism Policies/Tourism master Plans/Tourism Strategy is preferable.</li> <li>• Experience of working in Project Management Unit for State/Central government will be added advantage.</li> <li>• Experience of working on Tourism Projects under PPP is desirable.</li> </ul>

• **Consultant (IC Code -25) - Agri Sector Expert (Grade I/II) at Aizawl**

<u>Qualification</u>	<u>Post Qualification Experience</u>
<p><b>Essential:</b> Master's Degree in Agriculture / Horticulture / Agronomy / Soil Science/Agricultural Economics / Agri-</p>	<ul style="list-style-type: none"> <li>• Implementation, monitoring, or evaluation of government agriculture/rural development schemes or projects or ICT /Data-driven solutions in the agriculture sector.</li> <li>• Field-level engagement with farmers/FPOs, Agri-</li> </ul>

Business Management/ Rural Development / Rural Management/Agricultural Economics or related field	<p>extension workers, or SHGs</p> <ul style="list-style-type: none"> <li>• Design and execution of capacity building or IEC activities for agricultural stakeholders</li> <li>• Preparing reports, DPRs, baseline studies, or evaluation reports in agriculture/rural sector</li> <li>• Experience with GIS/remote sensing tools, farm-level data capture systems, or decision support tools is preferred.</li> </ul>
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• **Consultant (IC Code -26) - Project Associate (Grade I) at Aizawl**

<b>Qualification /Eligibility</b>	<b>Experience</b>
PG degree in Business Administration/Management Or Graduation in Architecture/ Planning/ Engineering/ Or Graduation/Master Degree in Economics or C.A.	<ul style="list-style-type: none"> <li>• Post qualification experience in policy formulation, policy evaluation, project management, economic research, implementation of government schemes, advisory roles, feasibility studies, financial analysis, Financial Research, Credit Analysis, Market Study, Demand assessment, Bid process Management</li> <li>• Shall have experience in preparing detailed reports, presentations and presenting to Clients, coordination with various stakeholders</li> <li>• Shall have good knowledge in MS office tools (Excel, Power Point, Word etc.)</li> </ul>

• **CONSULTANT (IC CODE - 27) - Project Finance & Modelling Expert**

<b>Qualification</b>	<b>Experience</b>
Qualification: MBA, CA, CFA, Post-Graduate in Economics/ Finance	<p>Essential : Financial Modelling/ Financial Feasibility/ Project Information Memorandum/ Detailed Project Report for large Infrastructure Projects, at least 3 projects with total project cost of Rs. 1000 crores</p> <p>Desirable: Experience in One large Hydroelectric Power Project and/or Pumped Storage Project</p> <p>OR</p> <p>Desirable: Experience in raising resources through Green Bonds/ Sustainable Bonds/ Sustainability Linked Bonds/ ESG</p>

• **CONSULTANT (IC CODE - 28) - Procurement Expert**

<b>Qualification</b>	<b>Experience</b>
B.Tech/MBA, CA, CFA, Post-	Essential : Transaction Advisory/ Bid Process

Graduate in Economics/ Finance/ Urban Planning/ Infrastructure  Desirable: Civil Engineer.	Management for appointment of Concessionaire or Structuring of Project for Project Authority for atleast 3 Infrastructure Projects with Total Project Cost of Rs 500 crores on PPP (Public Private Partnership) basis  Desirable: Experience in Policy Formulation/ Policy Advocacy, Land Monetisation
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• **CONSULTANT (IC CODE - 29) - Project Finance & Modelling Expert**

<b><u>Qualification</u></b>	<b><u>Experience</u></b>
MBA, CA, CFA, Post-Graduate in Economics/ Finance	Essential : Financial Modelling/ Financial Feasibility/ Project Information Memorandum/ Detailed Project Report for large Infrastructure Projects  Desirable: Experience in Hydroelectric Power Project and/or Pumped Storage Project. Proficient in reading, writing, and speaking in Gujarati Language.

**Note:**

- All qualifications should be recognized by UGC/AICTE/AIU (GOI). Further, in case of qualification acquired from foreign (international) Institute/ University, the same may be treated at par with qualification offered by Indian Institutes/ Universities provided the candidates are able to produce equivalency certificate for such qualification from Competent Authority

• **NATIONALITY / CITIZENSHIP**

Applicants must be a Citizen of India.

• **SELECTION PROCEDURE**

The Selection would be done by way of Interview. Merely satisfying in eligibility norms does not entitle an applicant to be called for Interview. IPL reserves the right to call only the requisite number of candidates for the Interview after preliminary screening / shortlisting with reference to candidate's qualifications, experience, suitability, city preference, business requirement etc.

IPL will call only those candidates who match the requirements of the company for a grade, position and as indicated in the application form. An applicant applying for a higher grade shall not make him/her automatically eligible for a grade lower to the one applied for. **Applicant has to apply separately for each IC Code and Grade Code.**

Shortlisted applicants shall be required to attend an interview in Delhi or online mode as may be decided by the Company in its absolute discretion. IPL shall not reimburse any expenditure incurred by the applicant for appearing for the said interview(s).

IPL reserves the right to appoint none, one or more IC in any of the aforesaid IC Code.

• **PERIOD OF ENGAGEMENT**

Individual Consultants will be engaged for a fixed period of two years which may be extended by one year at a time upto a maximum tenure of five years i.e. 2+1+1+1 years for providing high quality services on specific projects as per requirement of the verticals. However, their continuation in their respective position beyond the first and subsequent years, would be contingent on a satisfactory Annual Performance Review based on clearly defined Key Performance Indicators.

• **NATURE OF ENGAGEMENT**

Engagement will be on Contractual and Full-time basis during which the selected candidate is not allowed to take up appointment/engagement/assignment anywhere else.

• **MODE OF SUBMISSION**

Applicants are to submit their application by email to:-

S. No.	IC Code	Remarks
01	For IC code - 01 to IC Code - 10	Candidates are advised to apply on <a href="mailto:recruitment1@iifclprojects.com">recruitment1@iifclprojects.com</a> .
02	For IC code - 11 to IC Code - 18	Candidates are advised to apply on <a href="mailto:recruitment2@iifclprojects.com">recruitment2@iifclprojects.com</a>
03	For IC code - 19 to IC Code - 26	Candidates are advised to apply on <a href="mailto:recruitment3@iifclprojects.com">recruitment3@iifclprojects.com</a>
04	For IC code - 27 to IC Code - 29	Candidates are advised to apply on <a href="mailto:recruitment4@iifclprojects.com">recruitment4@iifclprojects.com</a>

The format for the Subject Line should be “Application\_ IC CODE\_ “Insert IC Code” \_\_ Name of Applicant”.

**The Application should comprise of the following documents:**

S. No	Document	Format
•	Application Form signed by the Applicant on each page	PDF
•	Filled up Application Form	MS WORD

		(Editable)
•	Signed Advertisement Notice as token of acceptance	PDF
•	Signed Terms and Conditions sheet as token of acceptance	PDF
•	Copy of Education Certificates, Marksheets etc.	PDF
•	Copy of Experience Certificates, Appointment Letters, Latest Salary Slip of Current Employer etc.	PDF

All pages of the application should be signed by the applicant and placed in an envelope.

No other mode of submission of application shall be considered for evaluation by the company

• **SUBMISSION OF APPLICATIONS**

The applications complete in all respects along with supporting certificates should be sent by email as mentioned above or before **11:59 PM on 10/09/2025**. For the candidates staying abroad and for those posting applications from Andaman & Nicobar Islands, Lakshadweep, Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Union Territories of Jammu & Kashmir, Ladakh, Lahual and Spiti district of Himachal Pradesh, the last date for receipt of applications will be **11:59 PM on 17/09/2025**. Any application received after the last date will not be entertained by IPL.

**Only those applications received by email given above before the due date and time as mentioned above shall be considered for evaluation.**

• **GENERAL CONDITIONS**

- Any resultant dispute arising out of the advertisement shall be subject to the sole jurisdiction of the courts situated in Delhi only.
- IPL reserves the right to modify/amend/revise/cancel any or all of the provisions of the selection process if need arises, without any further notice & without assigning any reason thereof.
- IPL shall have the right to cancel the process of hiring IC's at any time without thereby incurring any liabilities to the affected applicant.
- IPL reserves the right to reject any or all applications without assigning any reason(s) thereto.
- In case it is detected at any stage of the process that an applicant does not fulfil the eligibility norms and/or that he/she has furnished any incorrect / false information / certificate / documents or has suppressed any material fact(s), his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after appointment, his/her services are liable to be terminated without any compensation thereof.

- Candidates found to have engaged in canvassing of any kind may be disqualified.