



SCHOOL OF PLANNING AND ARCHITECTURE
An "Institution of National Importance" under an Act of Parliament
(Ministry of Education, Government of India)
4, Block-B, Indraprastha Estate, New Delhi – 110 002
Contact: ntrectestt@spa.ac.in

V A C A N C Y

Advertisement No. SPAD/Estt.(NT)/2/1/2026

ENGAGEMENT OF CONSULTANTS

Applications are invited from eligible Indian Nationals for engagement as Consultant on contractual basis.

For details regarding qualifications, etc., please refer to the SPA New Delhi website: www.spa.ac.in

The Last Date of submission of application is 02.04.2026

REGISTRAR



योजना तथा वास्तुकला विद्यालय
SCHOOL OF PLANNING AND ARCHITECTURE
संसद के अधिनियम के तहत एक "राष्ट्रीय महत्व का संस्थान"
An "Institution of National Importance" under an Act of Parliament
(शिक्षा मंत्रालय, भारत सरकार)/(Ministry of Education, Govt. of India)
4-ब्लॉक- बी, इंद्रप्रस्थ एस्टेट, नई दिल्ली/4, Block-B, Indraprastha Estate, New Delhi -02
संपर्क/ Contact: ntrectestt@spa.ac.in

APPOINTMENT OF CONSULTANTS ON CONTRACT BASIS

The School of Planning and Architecture, New Delhi, an Institution under the administrative control of the Ministry of Education, Government of India, invites applications for engagement of 03 Consultants (tentative) on a contractual basis for a period of one year (Extendable).

A. Eligibility Criteria

Retired officers from Group 'A' or Group 'B' posts of Government Departments, Autonomous Bodies, Public Sector Undertakings or Universities, below the age of 63 years, having experience in matters related to:

- (i) Procurement GeM, CPP etc. - 01
- (ii) General Administration/ Establishment/ Accounts/Secretarial etc. shall be eligible for engagement as Consultant on contractual basis. - 02

Preference will be given to candidates who have served in a University or Higher Education Institution under the Government of India or any State Government.

B. General Terms and Conditions:

1. Remuneration:

- 1.1 A fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount of remuneration so fixed shall remain unchanged for the term of contract. There will be no annual increment/ percentage increase during the contract period.
- 1.2 No HRA shall be admissible.
- 1.3 An appropriate and fixed amount of Transport Allowance for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement. The amount so fixed shall remain unchanged during the term of appointment. However, retired employees engaged as consultants may be allowed TA/DA on official tours, if any, as per the entitlements at the time of retirement.
- 1.4 The consultant shall not be entitled to any allowance such as DA, Residential Accommodation, CGHS Medical Facility, Medical Reimbursement etc.

2. **Working Hours:**

- 2.1 The consultant shall be required to observe the normal office timings and may also be called upon to attend the office on Saturday, Sunday or any holiday in case of exigencies of work.
- 2.2 He/ she shall mark his/her attendance mandatorily, failing which it may result in deduction of remuneration/ leaves as per entitlements.

3. **Tax deduction as source:**

- 3.1 The Income Tax and any other tax will be deducted at source as per Government instructions. Necessary TDS certificate will be issued to them.

4. **Leave of absence:**

- 4.1 Paid leave of absence shall be allowed at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond a calendar year shall not be allowed.

5. **Confidentiality of data and documents:**

- 5.1 The Intellectual Property Right (IPR) of the data collected as well as deliverables produced for the School/organization shall remain with the School.
- 5.2 No one shall utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of his assignment or during the course of assignment for the School without the express written consent of the School.
- 5.3 The consultant shall be bound to hand-over the entire set of records of assignment to the School before the expiry of the contract and before the final payment is released by the School.

6. **Conflict of Interest:**

- 6.1 The Consultant shall in no case represent or give opinion or advise to others in any activity outside the terms of contractual assignment which is adverse to the interest of the School nor he/she will indulge in any activity outside the terms of the contractual assignment.

7. **Termination of Agreement:**

- 6.1 The School may terminate the contract to which these terms apply, if:
 - The consultant is unable to address the assigned work.
 - Quality of the assigned work is not to the satisfaction of the Controlling Officer/Competent Authority in the School.
 - The Consultant is found lacking in honesty and integrity.

The Competent Authority of the School may also terminate the contract at any time without giving any notice and also without assigning any reason.

8. Instructions to Candidates Before Filling the Application Form for Appointments:

- Applications are to be filled neatly in candidate's own handwriting or typed.
- Please attach self-certified copies of certificates, mark sheets, testimonials, etc. with the application. The same will be verified at the time of interview.
- Please use a separate sheet wherever required and enclose the same.
- Outstation candidates called for interview will not be paid any TA/DA.

9. Submission of Applications:

Application form duly filled completed in all respect along with copies of Certificates should be mailed at ntrectestt@spa.ac.in by **02.04.2026**.

REGISTRAR