

TERMS OF REFERENCE FOR

Application from Individuals for Appointment as Consultant in MTNL

1. Mahanagar Telephone Nigam Limited is a Navratna PSU under Ministry of Telecommunication providing a wide array of Telecom & IT services in the Metro cities of Delhi & Mumbai.
2. MTNL intends to engage (one) experienced individual as a Consultant with knowledge in Enterprise Business and handling of business as an independent entity (Chief Operating Officer).
3. **Scope of Work/Job Responsibility:**
 - 3.1 To handle Enterprise Business & Marketing function in the Company and/or handling of business as an independent entity (Chief Operating Officer).
4. **Eligibility Criteria:**
 - 4.1 Retired Employee(s) of PSU/Autonomous Body/Central Government having retired from the post of DGM (Telecom) and above in Central PSU (Regular E-6 or above) / JAG & above having mandatory minimum three years experience & expertise for the job & requirement under reference. The person should have mandatory minimum one year experience as regular DGM in MTNL/BSNL in handling Enterprise Business/Marketing function. Experience of handling independent charge as Chief Operating Officer will be preferred.
5. **Age Limit:**
 - 5.1 Maximum Age Limit shall be 65 years as on last date for submission of application.
6. **Terms of Appointment:**
 - 6.1 The appointment will be purely on a short term contract basis initially for a period of six months which can be further extended based on requirement and performance. However, MTNL can discontinue the contract at anytime by giving 30 days notice.
 - 6.2 Selection shall be based on the qualifications/experience on the recommendation of the committee to be constituted for the purpose.
 - 6.3 The consultant(s) so engaged by MTNL shall in no case represent or give opinion or advice to others in any matter that are adverse to the interest of MTNL.
 - 6.4 The consultant(s) would not divulge any information gathered during the period of assignment to any unauthorized person even after completion of assignment.



7. Terms of Payment:

7.1 The consolidated fee payable shall be the difference between last pay drawn plus DA and Pension plus DA or a lumpsum amount of Rs.51000/-, whichever is less. However, CMD, MTNL has power to consider the special request for mobile, vehicle, house as per work requirement on the nominal fee of Rs.3000/- for vehicle and six times license fee for house.

7.2 No other charges shall be admissible.

7.3 Income Tax or any other tax liable to be deducted as per prevailing rules, will be deducted at source before effecting the payment for which MTNL will issue TDS certificate.

7.4 Casual Leave on pro-rata basis will be admissible for the period of contract upto a maximum of 12 in a year.

8. MTNL reserves the right to cancel the advertisement and /or not to proceed with the matter and to accept or reject any or all applications, at any stage without giving any reasons, whatsoever.

9. Termination of Agreement:

9.1 The consultant is unable to address the assigned works.

9.2 Quality of the assigned works is not to the satisfaction of MTNL.

9.3 The consultant fails in timely achievement of the milestones as decided by MTNL.

9.4 The consultant is found lacking in honesty and integrity.

9.5 MTNL reserves the right to terminate the contract by giving 30 days notice.

Termination shall be effected by written notice served on the Consultant and shall take effect in 30 days of delivery of such notice. The termination will be without prejudice to either party's rights accrued before termination.

10. Applications from eligible candidates may be sent to the following address:

DGM (Pers)
MTNL Corporate Office
6th Floor, Room No.6303
9,CGO Complex
Mahanagar Doorsanchar Sadan
Lodhi Road, New Delhi-110003

