

“Engagement of Staff Consultants with the Tariff Division and with Advisor (Finance) of DERC”

1. Introduction

The spectrum of responsibilities of Delhi Electricity Regulatory Commission (DERC) has expanded significantly consequent to the enactment of the Electricity Act, 2003 (Act). The activities presently handled by the Tariff Division involve inter alia assisting the Commission in drafting of Orders, framing of Regulations, preparation of replies in connection with cases filed in the Appellate Tribunal for Electricity (APTEL), High Court and Supreme Court, attending hearings of external court cases, assisting the Commission in discharge of its proceedings as per the Conduct of Business Regulations etc., and defending /monitoring the cases in APTEL, High Courts and the Supreme Court where the Commission is a party.

Delhi Electricity Regulatory Commission has, therefore, felt the need of engaging Staff Consultants with Tariff Division and with Advisor (Finance) owing to increase in the quantum of work, in accordance with DERC (Appointment of Consultant) Regulations, 2014. The Staff Consultants supposed to be engaged by the Commission would assist and coordinate with the Tariff Division of the Commission in the matters related to preparation of Business Plan Order, Tariff Order and Petitions / Appeals in the Supreme Court / High Courts / Tribunals / DERC and would assist the Advisor (Finance) in Finance related matters.

2. Scope of work for Consultation with Tariff Division:

- a) Assistance in review of Petition: The staff consultant proposed should be able to extract the required information in the desired formats for scrutiny and analysis by the Commission.
- b) Scrutiny and analysis of the Tariff / Review Petitions / Appeals.
- c) Data management – Develop and maintain MIS reporting.
- d) Development of programme for e-filing of petition and other work as assigned from time to time.
- e) Other Tariff related works as may be assigned from time to time.

Scope of work for Consultation with Advisor (Finance):

- a) Subsidy related matters.
- b) Consumer contribution related matters.
- c) Miscellaneous correspondences with utilities.

3. Qualifications and Experience required for Staff Consultants:

Name of the position and number of position	Essential Qualification	Desirable Qualification	Consolidated monthly fee	Maximum age limit
Staff Consultant (Tariff-Finance) (02 posts)	<p><u>Educational</u> Degree from ICAI/ ICWAI.</p> <p><u>Experience</u> Understanding of the Regulatory function of the power sector, policy frameworks with proficiency in computer applications and Data Management, MIS reporting having an experience of 2-3 years.</p>	<p>Other qualification in Finance and Commerce.</p> <p>Work Experience in Power Sector.</p>	Rs.50,000/- p.m.	50 years.

Staff Consultant (Tariff-Engg.) (02 posts)	<p><u>Educational</u></p> <p>Degree in Engineering from a recognized Institution.</p> <p><u>Post Qualification Experience</u></p> <p>Understanding of the Regulatory function of the power sector including Techno Commercial analysis, project planning and monitoring feasibility analysis, Data Management, MIS reporting having an experience of 2-3 years.</p>	Post graduate qualifications in power management and or Finance / Financial Management.	Rs.50,000/- per month.	50 years
Staff Consultant (TE&FA) (01 post)	<p><u>Educational</u></p> <p>Degree from CA/ ICWAI.</p> <p><u>Experience</u></p> <p>Understanding of the Regulatory function of the power sector, policy frameworks with proficiency in computer applications and Data Management, MIS reporting having an experience of 2-3 years.</p>	Other qualification in Finance and Commerce. Work Experience in Power Sector.	Rs.50,000/- p.m.	50 years.

- Age and Essential experience shall be considered as on 31st July, 2018.

4. General terms and conditions:-

- The Staff Consultants shall regularly attend the office of the Commission during normal working hours from 9.30 AM to 6.00 PM (05 days a week).
- There will be a provision of 15 days leave in a year in addition to the gazette holidays applicable in the Commission's office. Staff Consultant shall take and obtain prior written permission from the Commission in order to take leave / temporary leave from the assignment.
- In case of tour outside Delhi, the Commission will reimburse the expenses for journey undertaken for official work by the Consultant as per following entitlement:-
 - By Train (AC II or AC III).
- Staff Consultants appointed shall be governed by the provisions of the Delhi Electricity Regulatory Commission (Appointment of Consultants) (Amendment) Regulation, 2014 as amended from time to time.
- The number of Consultants may increase or decrease at the time of interview / formation of panel as per requirement of the Commission.

5. Duration of contract:-

The Staff Consultant will be initially engaged for a period of two years, which may be extended further, subject to yearly performance appraisal and requirements of the DERC.

6. Payment Terms:-

The consultants shall be paid lump sum monthly remuneration of Rs.50,000/- within seven days after completion of the month. TDS shall be deducted as per Income Tax rules. The remuneration may be increased by up to 10% on annual basis depending on the payment of the Consultant and the approval of the Commission.

7. Termination of contract:-

The assignment may be terminated earlier by either side by giving one month's notice or one month's fee in lieu thereof, provided in case of disciplinary action, the notice period shall not apply to DERC.

8. Submission of Undertaking:-

The candidates have to give Undertaking as mentioned below:-

The employees serving in Private Sector Organization / presently not working must submit Undertaking as per Annexure – I.

The employees serving in Government / PSU / Autonomous Body / Statutory Body / Local Body / Corporations etc. must submit Undertaking as per Annexure – II.

The employees who have retired / resigned from Government / PSU / Autonomous Body / Statutory Body / Local Body / Corporations etc. must give Undertaking as per Annexure – III.

9. General Instructions

- a) Relaxation in essential qualifications / experience can be considered in deserving cases at the discretion of Commission.
- b) All candidates should have fulfilled the minimum eligibility on the date of application. Further, merely fulfilling the minimum qualifications or the eligibility criteria does not entitle a candidate to be necessarily considered or called for written examination / interview. More stringent criteria may be applied for short-listing the candidates to be called for interview.
- c) Appointment under this assignment shall be on purely contract basis for a limited period only. Such appointment shall not bestow any rights whatsoever to claim for regular appointment or continued contractual appointment in DERC.
- d) DERC reserves the right not to engage all or any of the above engagement proposals.
- e) Only shortlisted candidates will be called for an interview with the Selection Committee.
- f) Incomplete application or application submitted in a different format is liable to be summarily rejected.
- g) Canvassing in any form shall result into disqualification for engagement.

- 10.** Interested and eligible candidates may kindly send their applications in the prescribed format, duly supported with attested copies of Degree / Certificate, age proof, work experience, last pay certificate, last three months Salary Slip, IT Statements, Form-16 (for verification purpose) etc. to the Secretary, DERC, Viniyamak Bhawan, C-Block, Shivalik, Malviya Nagar, New Delhi – 110 017 by 24.09.2018.

POST APPLIED FOR _____

BIO-DATA

I. GENERAL INFORMATION

- 01. Name of theCandidate :
- 02. Date of Birth :
- 03. Father's Name :
- 04. Permanent Address :
- 05. Contact address :
- 06. Telephone No. :
- Mobile No. :
- Email id :

II. (a)Academic /Professional Qualifications :-

Details of qualifications, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient:

Degree	University	Institute	Field/Specialization	Year of Passing

(b) Experience :-

Details of employment, in chronological order, Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient:

Office / Institute / Organization	Post Held	From	To	Nature of duties in brief

(c)

Additional information, if any, which you would like to mention in support of your suitability for the post.
Enclose a separate sheet, if the space is insufficient

(use additional sheets if required)

Date:

Signature of the Candidate

**APPLICATION FOR ENGAGEMENT OF STAFF CONSULTANTS WITH THE TARIFF DIVISION
AND WITH ADVISOR (FINANCE) OF DERC**

UNDERTAKING

Applicable in respect of employees serving in private organization / presently not working

1. I certify that all statements made in this application are true, complete and correct to the best of my knowledge and belief.
2. I certify that I am eligible for engagement of Staff Consultant vis-à-vis the qualifications or experience / pay equivalence prescribed for the said post.
3. I certify that no prosecution for criminal charge is pending against me in any court of law.
4. I certify that no punitive action was taken against me for any misconduct during my present / previous employment in private sector organization / Govt. Organization.
5. I certify that I have never been convicted, charge sheeted or ever had a vigilance case/ punishment and major/ minor penalties imposed on me during my present / previous employment or otherwise .

Note: Please enclose copy of last relieving Order / Certificate from Private Sector.

SIGNATURE OF CANDIDATE

NAME OF THE CANDIDATE

PLACE:

DATE:

**APPLICATION FOR ENGAGEMENT OF STAFF CONSULTANTS WITH THE TARIFF DIVISION
AND WITH ADVISOR (FINANCE) OF DERC**

UNDERTAKING

Applicable to serving employees of Government / PSU / Autonomous Body / Statutory Body / Local Body / Corporations etc.

1. I certify that all statements made in this application are true, complete and correct to the best of my knowledge and belief.
2. I certify that I am eligible for engagement of Staff Consultant vis-à-vis the qualifications or experience / pay equivalence prescribed for the said post.
3. I certify that no vigilance / disciplinary case is pending against me.
4. I certify that no major or minor penalty was imposed on me during the last 10 years of my service in the Ministry / Department / Organization.
5. I certify that no prosecution for criminal charge is pending against me in any court of law.

SIGNATURE OF CANDIDATE

NAME OF THE CANDIDATE

PLACE:

DATE:

**APPLICATION FOR ENGAGEMENT OF STAFF CONSULTANTS WITH THE TARIFF DIVISION
AND WITH ADVISOR (FINANCE) OF DERC**

UNDERTAKING

Applicable in respect of employees who have retired / resigned from Government / PSU / Autonomous Body / Statutory Body / Local Body / Corporations etc.

1. I certify that all statements made in this application are true, complete and correct to the best of my knowledge and belief.
2. I certify that I am eligible for engagement of Staff Consultant vis-à-vis the qualifications or experience / pay equivalence prescribed for the said post.
3. I certify that no prosecution for criminal charge is pending against me in any court of law.
4. I certify that no vigilance / disciplinary case was either pending or contemplated against me in the Ministry / Department / Organisation at the time of my retirement / resignation. (Please enclose a copy of PPO (if applicable) and Order notifying your discharge from service on retirement / resignation).
5. I certify that I have never been convicted, charge sheeted or ever had a vigilance case/ punishment and major/ minor penalties imposed on me during my present / previous employment or otherwise.

SIGNATURE OF CANDIDATE

NAME OF THE CANDIDATE

PLACE:

DATE: