



सागरमाला डेवेलपमेन्ट कम्पनी लिमिटेड
भारत सरकार का उपक्रम
Sagarmala Development Company Ltd.
(A Government of India Enterprise)

Website: www.sdclindia.com
CIN No: U74999DL2016GOI305194
GSTIN No. 07AAYCS0357B1Z8

Date:14.03.2024

No. SDCL/Recruitment/2024/01

SAGARMALA DEVELOPMENT COMPANY LIMITED (SDCL) IS A CPSE UNDER THE MINISTRY OF PORTS, SHIPPING AND WATERWAYS, GOVERNMENT OF INDIA.

Under the ambit of the Sagarmala Programme, SDCL strives to reduce logistics costs for both domestic and EXIM cargos. It intends to create, among others, ports, port-connectivity, and transshipment hub of international standards to generate economic activity all along the Indian coastline, with the participation of coastal communities.

SDCL was incorporated with an initial authorized capital of Rs.1,000 Crores and which may be increased subsequently, if required. SDCL has a paid capital of Rs.1000 Crores. The entire cost towards the authorized capital for the Company with initial subscribed share capital is borne by the Government of India. SDCL will assist the state level/zone level special purpose vehicles (SPVs) and SPVs to be set up by the ports, with equity support for implementation of the projects that they will undertake. SDCL shall take up identified projects based on the available data, feasibility reports and the preparedness shown by the project proponents.

Presently SDCL's registered office is situated in New Delhi.

SDCL is inviting the applications for the following posts on Contract basis:

Sr. No.	Name of Post	No of Post and upper age Limit as on last date of application	Educational Qualification and essential post Experience as on last date of application
1	Consultant SDCL (Finance)	1 (UR) 45 Years	Essential Educational Qualification: B. Com / B.A./B.E. + MBA (Finance) Essential Post Qualification Experience: At least 15 years of experience in preparation of financial modelling of large infrastructure project in the sector related to Logistics/Inland Waterways/Coastal Shipping/Ports; in Govt./Public Sector Undertaking or reputed Private Company with minimum average annual turnover of Rs.100 crores as per the latest audited financial statements (for current/last organization). Desirable: (documentary proof required) Experience in Preparation of financial models, for the project related to Logistics/Inland Waterways/coastal shipping/Ports in India.

Sr. No.	Name of Post	No of Post and upper age Limit as on last date of application	Educational Qualification and essential post Experience as on last date of application
2	Consultant SDCL (Projects)	1 (UR) 45 Years	<p>Essential Educational Qualification: B.E. (Civil / Mech. / Electrical / Electronics) + /MBA in any discipline or its equivalent</p> <p>Essential Post Qualification Experience: At least 15 years of experience in Advisory/ consulting in the sector related to Logistics/ Inland Waterways/ Coastal Shipping/Ports in Govt./Public Sector Undertaking or reputed Private Company with minimum average annual turnover of Rs.100 crores as per the latest audited financial statements (for current/last organization)</p> <p>Desirable: (documentary proof required) Experience feasibility reports/Techno- Economic Feasibility Report/Project Report in the sector related to Inland Waterways/Coastal Shipping/Port and bid out at least one project successfully to private Developer/Operator in sector related to Inland Waterways/Coastal Shipping/Ports in India</p>
3	Consultant (SM) Projects	1 (UR) 45 Years	<p>Essential Educational Qualification: B.E. (Civil / Mech / Electrical)</p> <p>Essential Post Qualification Experience: At least 15 years of experience in Planning & Monitoring/Control of infrastructure development projects related to Roads/Railways/Ports in Govt./Public Sector Undertaking or reputed Private Company with minimum average annual turnover of Rs.100 crores as per the latest audited financial statements (for current/last organization).</p>
4	Consultant (SM) Finance	1 (UR) 40 Years	<p>Essential Educational Qualification: CA / ICWA</p> <p>Essential Post Qualification Experience: At least 10 years of experience in Finance fields including, Audit, Billing etc, related to Roads/Railways/Ports in Govt./Public Sector Undertaking or reputed Private Company with minimum average annual turnover of Rs.100 crores as per the latest audited financial statements (for current/last organization)</p>

Other terms and conditions are as following:

1. **Contract Duration:** The Consultant shall be engaged for an initial duration of 02 Years which may extended by one year at a time up to a maximum tenure of 4 years i.e. 2+1+1 years for providing high quality services on specific projects as per requirement of the vertical/division. However, yearly review shall be conducted by the SDCL and in case of adverse review the contract shall be terminated with 1 months' notice. In case of gross misconduct, the Contract may be terminated at any time as per decision of SDCL.
2. **Job Description and Responsibilities:** Job description, duties and responsibilities for all the posts are mentioned in **Annexure- 'A'**.
3. **Age Relaxation:** Upper age limit indicated against the posts is for unreserved category. Age relaxation is applicable to SC/ST/OBC/PWD/Ex-Servicemen applicants as per Govt. directives. Age relaxation is also applicable to permanent employees of state / central / state government / PSU, autonomous body, as per the Company rules.
4. **How to Apply:**
 - A. Eligible and interested applicants are required to apply in the prescribed form of application, placed at **Annexure-'B'** in our website. No other mode of application will be accepted.
 - B. Candidates are required to submit the followings along with the application form:
 - (i) A set of self-attested copies of essential and additional / desirable qualifications, age proof, experience proof, caste status if any, Aadhar Card, Mark sheet all of qualifications.
 - (ii) Candidates are required to furnish in application form, the personal details like Date of birth, Contact details, address, details of qualifications like year of passing, percentage of marks (in case of applicants having CGPA scores, equivalent percentage of marks is to be indicated as per norms adopted by the universities/ institute) and professional details like company name, period of working, area of working, pay – scales, etc. in specific and correct manner.
 - (iii) Candidates presently working in PSU / Govt./ Autonomous bodies shall submit their applications through proper channel failing which their application will not be considered. Further, they are also required to submit the **No Objection Certificate (NOC) at the time of interview if called for the same, otherwise they will not be allowed for interview.** In case of applicants of private sector, they have to submit the proof of company's annual turnover.
 - (iv) All the candidates are compulsorily required to attach the copies of mark sheets of all qualifications starting from high school certificate to additional qualification and to paste a recent passport size photograph on the designated space of the application form.
 - (v) All the candidates are required to ensure themselves that all the relevant document are attached with application format. **In case if any of the required documents to be furnished are not sent by the candidate or in case of any discrepancies in the application form/ documents, SDCL will not be responsible to intimate the same to the candidate and accordingly the application will be rejected.**
 - (vi) The filled-in applications in prescribed format along with all the desired documents must reach by the post only at the following address on or before the last date of submission of application i.e. 17.00hrs, **29th March, 2024**

**The Managing Director
Sagarmala Development Company Limited,
1st Floor, Thapar House, Gate No. 2, 124,
Janpath, New Delhi -110001.**

- (vii) The applicants must write the name of the post applied on the envelope of the application.
- (viii) No applications after the last date will be accepted under any circumstances.

5. **Scheme of Selection:** Only the shortlisted candidates in ratio of 1:5 shall be called for interviews and the schedule of interview shall be communicated to the shortlisted candidates by email. The list of candidates shall also be published on the SDCL website. The selected candidates shall furnish the medical certificate from the CMO/CMS.
6. **Resignation:** One month's notice shall be required before seeking the resignation from service of SDCL.
7. **Leave:** Consultant shall follow the leave calendar of SDCL for purpose of GH and in addition the Consultant shall be eligible for 1.5-day leave in a month.
8. **Job Location & working facilities:** Consultant shall be based at Corporate of Office of SDCL which is situated at New Delhi, however, in case of requirement of works the Consultants may be placed at any of the Project site for durations as decided by the SDCL. Consultants shall be provided a working space and system/laptop as per the requirement of work or as decided by SDCL.
9. **Remuneration:** The remuneration shall be paid as lump sum including all and nothing extra shall be paid on the remuneration.

Post	Remuneration per month in Rs.
Consultant SDCL Finance	2,25,000
Consultant SDCL Projects	2,00,000
Consultant (SM) Projects	2,00,000
Consultant (SM) Finance	1,90,000

Annual Increment shall be provided in range of minimum 3% to maximum 7.5% subject to significant performance and recommendation of the SDCL committee.

10. **Reimbursement for Travelling, Lodging & Food Allowance on Tour:** The assignments may require extensive travelling and for this purpose the consultants shall be reimbursed the same as under:

Travelling reimbursement limit	Lodging & Food reimbursement
By Air in economy class or by Rail in AC Two Tier, taxi charges for AC taxi upto 50 Kms within the city	Hotel accommodation upto Rs. 4500/- per day, and food bill not exceeding Rs. 1000 per day.

11. **General Instructions:**

- SDCL management reserves the right to increase/decrease the positions or cancel the complete process all together at its discretion.
- All qualifications should be from Indian Universities or Institutes recognised by UGC/AICTE/appropriate statutory Authorities.
- The cut-off date for determining the age limit, qualification and post qualification experience shall be the as on the last date of submission of application.
- Applicants belonging to SC/ST/OBC/PWD/EWS categories will be required to submit copies of caste certificates/disabilities certificate issued by the competent authority at the time of interview. In case of OBC/EWS the certificate should not be older than 6 months and one year respectively from the date of issue of the certificate at the time of filling the application form.
- Applicants needs to submit documents in Support of Work Experience:
 - i. Appointment letter along with joining & Relieving Letter from employer clearly indicating the date of joining and date of separation.
 - ii. Experience/ Service Certificate (it should indicate date of joining and date of relieving from each organization where worked along with designations and nature of duties).
 - iii. Relieving order (in case of experience with more than one organization)
 - iv. Latest Pay Slip

- v. Salary Certificates/proof of CTC together with ITR or Form-16 A issued by present / past employers
- Applicants should clearly mention all the details mentioning the percentage of marks secured in the requisite qualification. In case of ambiguity/discrepancy in the information provided, application forms will be summarily rejected.
 - If the information furnished by the applicants in any part is found to be false or incomplete or is not found to be in conformity with eligibility criteria mentioned the advertisement, the candidature/appointment will be considered as revoked/terminated at any stage of recruitment process or even after joining, without any reference given to the applicants.
 - All correspondence to the applicants will be made through email only provided by the applicants in the application form. No other mode of communication will be adopted.
 - Any communication/corrigendum/notification related to any post of this advertisement will be uploaded on SDCL website only.
 - Canvassing in any form will disqualify the candidature.
 - Outstation candidate appearing for the interview will be reimbursed for travelling expenses (2nd AC fare by Train).

MANAGING DIRECTOR
Sagarmala Development Company Limited

Annexure-A**JOB DESCRIPTION, DUTIES AND RESPONSIBILITIES****1. Consultant SDCL (Finance)**

- i) Solicit new projects from proponents and evaluate such new projects for viability and fitment with SDCL objectives.
- ii) Evaluate preliminary business cases put forth by project proponents outlining the project scope, its rationale and high-level cost benefit analysis on the basis of information provided by the project proponents.
- iii) Advise on suitable Project structuring (e.g., PPP structure, contracting strategy, project financing structure, formation of SPVs etc.).
- iv) Run the process for selection of contractor, PPP concessionaire etc.
- v) Supporting the fund-raising activities of SDCL in various forms.
- vi) Coordination with various Government Authorities, Ministries, and other agencies.
- vii) Any other activity as decided by Competent Authority of SDCL.

2. Consultant SDCL (Projects)

- i) Undertake detailed technical due diligence of the project proposals including site visit to assess viability.
- ii) Estimating/validating the project cost related to the identified projects.
- iii) Review the reports submitted by the project proponents for the projects proposed to be undertaken by the company.
- iv) Provide the inputs to Management for the Board Meetings of various SPVs with regard to technical parameters of the projects.
- v) Coordination with all the stakeholders of the Projects, including Government Authorities, Ministries, and other agencies.
- vi) Monitoring of projects under development, under implementation and under operations.
- vii) Any other duties as assigned from time to time by the competent authority.

3. Consultant (SM) Projects

- i) Experience in Planning & Monitoring/Control of infrastructure development relate to Roads/Railways/Ports.
- ii) Experience of use of Project Monitoring software.
- iii) Monitoring of Project for adherence to the Milestones,
- iv) Monitoring of Contracts with Contractors,
- v) Monitoring the project planning and suggesting timely inputs for proper planning.
- vi) Monitor Project performance, ensuring cg adherence to contract terms.
- vii) Monitor & Resolve contract-related disputes and issues in a timely and effective manner.
- viii) Collaborate with MoPSW & Port Authorities/Maritime Boards for effective monitoring and approval of funds etc.
- ix) Prepare monthly performance reports of the Projects, highlight any immediate recommendations and plans to resolve.
- x) Visit to Project sites for monitoring & synchronized co-ordination among all stakeholders.
- xi) Knowledge of Billing & Quantity Survey.
- xii) Tendering Activities.
- xiii) Any other activity as decided by Competent Authority of SDCL.

4. Consultant (SM) Finance

- i) To provide all types of services pertaining to accounting, Audit, Taxation, Banking, or any other related services as per the procedures & rules laid down as per the existing law or any amendment thereafter.
- ii) Ensuring the day-to-day accounting transactions of payments, receipts, sales and purchases,

- other miscellaneous expenses and inventory accounting on a daily basis. Working knowledge with regards to basic data entry, report generation.
- iii) Finalize the final accounts (profit and loss account, Balance Sheet quarterly, Half Yearly and annual final accounts) along with necessary schedules as required by the Internal Audit, Statutory Audit, Tax Audit and as per Corporate Office Guidelines.
 - iv) To undertake all the assignment in relation to accounts, audits, taxations and other statutory assignment as required for smooth running of the company.
 - v) Monitoring/oversee the outsourcing agencies for upkeep of the records and Annual Reports.
 - vi) Ensure the timely finalization of Annual accounts/Financial Statements.
 - vii) Responsible for Statutory compliance under various acts such as Companies Act, Income Tax Act, Central Excise, Service Tax, VAT, CST etc.
 - viii) The hired Independent Audit Consultant shall be a contractual employee of the SDCL and shall be wholly and solely responsible for all the works as stipulated above.
 - ix) Responsible for maintenance of all the relevant files and putting the file for approval and other instruction from MD, SDCL as per the normal procedure followed at the Government office.
 - x) Any other activity as decided by Competent Authority of SDCL.

SAGARMALA DEVELOPMENT COMPANY LIMITED

(A Government of India Enterprises)

1st Floor, Thapar House, Gate No. 2, 124, Janpath, New Delhi-110001

Paste Recent Passport Size Photograph
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APPLICATION FOR EMPLOYMENT

1.	Name of Post applied for	:			
2.	Name (in full & block letter)	:			
3.	Gender	:			
4.	Father's Name	:			
5.	Date of Birth & Age as on (last date of application)	:			
6.	Whether UR/SC/ST/OBC/EWS/ Ex-Servicemen/PWD	:			
7.	Full Address for correspondence	:			
7A	Email	:			
7B	Mobile No.	:			
8.	Permanent Address	:			
9.	Nationality	:			
10.	Marital Status	:			
11.	Educational & Essential Qualification (starting from Matriculation /HSC to essential qualification)				
Exam passed	Name of Board / University/Institute	Month & Year of Passing	Subjects taken	Division	% of Marks
10 th Class / HSC					
12 th Class / Intermediate					

b) Additional / Desirable Qualification							
Exam passed	Name of board / University/Institute			Month & Year of Passing	Subjects taken	Division	% of Marks
12	Post Qualification Experience (starting from current employment to past employment in chronological order)						
Name & Address of the Employer	Post held / Designation, Level / Grade	Duration (DD/MM/YYYY)		Nature of Duties / Work details (Job Description)	Pay Scale, Gross Salary drawn (in case of Private Organisation)	Whether Govt/PSU/ Autonomous Body / Pvt. Org.	Reasons for Leaving
		From Date	To Date				
1	2	3	4	5	6	7	8
Total post qualification experience _____ Years _____ Months.							
NB: Total Turnover of my company is ₹ _____ for current year. ₹ _____ for last year (in case of candidates working in Private Sector only).							
13	Are you holding lien presently? if yes, mention in detail.						
14	Whether any punishment has been awarded to you during your service? If yes, mention in detail.						

15.	Whether any disciplinary action is pending / is going on now against you? If yes, mentioned in details	
16	Why do you consider yourself suitable for the post? Mention not exceeding in 100 words in a separate sheet.	
17	Details of Demand Draft	
	Name of the Bank	DD No.
		Date
		Amount paid in ₹

Declaration:

I hereby declare that all the particulars furnished in this application form are true, complete, and correct to the best of my knowledge and belief. In the event, the information is found to be false or incorrect at any stage, my candidature / appointment may be considered terminated without any notice.

Place: _____

Date: _____

(SIGNATURE OF THE APPLICANT)