

F.No.12034/4/1997-Admn(LDO)-UD/643

Government of India  
Ministry of Housing and Urban Affairs  
Land and Development Office

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Nirman Bhawan, New Delhi  
Dated, the 12<sup>th</sup> August, 2025

**Subject: Engagement of 29 Consultants on contract basis in Land and Development Office, Ministry of Housing and Urban Affairs – reg.**

The Land and Development Office proposes to engage 29 Consultants on contract basis for the profile of Section Officers & Assistant Section Officers who retired before the age of 64 years. The candidate must have essential knowledge of noting/drafting, handling of Court Cases, RTI, e-office, etc. Applications are invited from the prospective applicants within 10 days from the date of posting of publication on L&DO website i.e. ldo@gov.in as well as MoHUA website i.e., mohua@gov.in. The application form (Annexure-I) duly filled in and signed by the applicant may be emailed to dyadmn-ldo@gov.in with hard copy sent to Dy. Land and Development Officer(Admn.), Land & Development Office, Ministry of Housing and Urban Affairs, Room No.633, 6<sup>th</sup> Floor, 'A'-Wing, Nirman Bhawan, New Delhi-110011 as well. The terms & conditions of engagement are as follows:

**A. General conditions of engaging Consultants:**

- (i) The applicant should have working experience of Court Cases, noting/drafting, RTI Cases, e-office etc. would be eligible to be considered for the selection as Consultants. However, the engagement as Consultant shall not be considered as a case of re-employment.
- (ii) Consultants would be engaged for providing high quality services to the Land and Development Office.
- (iii) The engagement of Consultant would be on full time basis. The engagement of Consultant is temporary (non-official) in nature and the same can be cancelled at any time by the Competent Authority without assigning any reasons thereof.
- (iv) Any loss of the records under their custody will accrue to them.
- (v) Any other work assigned by the office.

**B. Age Limit & Period of Engagement:**

The maximum age limit of applicant is up to 64 years, and the period of engagement shall not exceed beyond the age of 65 years.

**C. Remuneration:**

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 the contract. There will be no annual increment/percentage increases during the contract period.

**D. Allowances:**

No Increment, Dearness Allowance & HRA shall be admissible.

**E. Transport Allowance:**

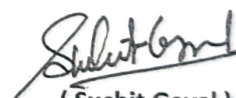
An appropriate and fixed amount as Transport Allowance for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement. The amount so fixed shall remain unchanged during the term of appointment. However, retired employees engaged as consultants may be allowed TA/DA on official tour, if any, as per their entitlement at the time of retirement.

**F. Leave of absence:**

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

**G. Terms of Appointment:**

- (i) The terms of appointment shall be up to 30.06.2026.
  - (ii) The Consultant shall sign an agreement of confidentiality with the Government of India containing a clause of Ethics integrity.
2. This issues with the approval of the Competent Authority.



( Suchit Goyal )

Dy. Land & Development Officer(Admn.)

To

All Divisions/Wings under Ministry of Housing & Urban Affairs.

**Copy to:**

- 1. All attached/Subordinate/Autonomous Office under MoHUA.
- 2. IT Cell for publishing on the notice board of the e-office.

**ANNEXURE-I**

**APPLICATION FOR THE POST OF CONSULTANT**

**Photo**

1. Post applied for :
2. Date of Publish :
3. Full Name of application (In Block Letters) :
4. Father's Name :
5. Date of Birth (In Christian era) :
6. Domicile :
7. Nationality :
8. Address for correspondence along with Pin Code :
9. Telephone No./Mobile No. & E-mail address :
10. Permanent Address :
11. Educational Qualification :

| S.N. | Course | Subject | University/Board | Year of<br>Passing | Division/Class |
|------|--------|---------|------------------|--------------------|----------------|
|      |        |         |                  |                    |                |

**12. Work Experience**

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| S.N. | Organisation/ Institution | Period  | Nature of<br>Work | Remarks |
|------|---------------------------|---------|-------------------|---------|
|      |                           | From To |                   |         |

13. Proficiency in working on Computer : Yes/No  
Like e-office; MS Word; Excell etc.
14. Date of retirement from Govt. service :  
Department/Ministry
15. Post from which retired :
2. Details of Pay Level & Last Pay Drawn :  
on retirement.
3. Permanent Account No. :
4. Details of disciplinary action faced :  
during the service.

I, hereby undertake that all the statements given above are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect, my candidature/appointment may be cancelled/terminated without any notice. I also declare that I am a Citizen of India by birth/domicile.

Signature of the Candidate

Place:

Date :