



SOUTH DELHI MUNICIPAL CORPORATION

OFFICE OF THE ADDL. DIRECTOR HOSPITAL ADMINISTRATION (M&TB)

Dr. Shyama Prasad Mukherjee Civic Centre, E-1 Block (18th Floor),
Jawaharlal Nehru Marg, New Delhi-110002

No.Addl.DHA/M&TB/SDMC/2021/183

Dated : 19/05/2021

Recruitment Notice

Recruitment of Consultant for South Delhi Municipal Corporation by Walk -in -Interview. South Delhi Municipal Corporation requires 'Consultant' on Contract/ retainer basis for establishment of Hospitals. The eligibility & other details are as under:

I. Eligibility

S.No	Qualification/ eligibility	Requirement
	General Education	10+2 with Science
1	Education	Minimum MBBS or Engineering Graduate.
2	Management Education	A Diploma in Hospital Administration is preferred but not mandatory
3	Experience as Hospital Planner	Minimum Ten (10) years of Experience in setting up Hospitals/ Hotels etc.
4	Experience as consultant in preparing Hospital's Equipment Plan; Hospital Operational Manuals; Service Rules for Staff, Standard Operating Procedures (SOP) for Hospital Routines;	Minimum Ten (10) Years in setting up of 100 or more bedded Hospital
5	Age	Not above 65 yrs. and should be in good health for his age;
6	Period of Engagement	Engagement will be purely on temporary basis, initially for a period of 06 (Six) months within which the Project is to be completed.
7	Honorarium	Selected Candidate will be paid consolidated honorarium of Rs. 100000/- (One Lakh Only) per month. No other allowances are allowed.
8	Leave	The selected candidate will be allowed 01 leave per month other than Sundays & Gazetted Holidays.

Competent Authority can relax any condition if deemed necessary.

II. Job Specifications:

- 1.1 The Hospital Consultant will prepare a proposal to commission Tilak Nagar Hospital as a fully functional Hospital. It will require understanding SDMC requirements and making the proposal accordingly.

- 1.2 Will make Hospital facility Planning for both Indoor like Wards, OT, Labor Room etc. as well as Outpatient Department including ancillary services like Kitchen, CSSD, Laundry, Mortuary Etc.
- 2 It will include carrying out review of the following works.
 - 2.1 Review of all Building works, external and internal.
 - 2.2 Review of all Civil Works to determine the quantum of the pending works.
 - 2.3 Review of all pending MEP works as existing, to establish their adequacy for proposed functional TNCH. The MEP works, will include the following.
 - 2.3.1 Electrical Services
 - 2.3.2 HVAC Services
 - 2.3.3 Water Supply distribution Services
 - 2.3.4 Waste Water Disposal Services Systems including existing STP and ETP installations
 - 2.3.5 Life & Fire Safety Works
 - 2.3.6 Low Voltage Systems including Communication Systems, Nurse Call & Code Blue System, Telephone & Intercom Systems, CCTV Systems, Audio-video Entertainment System
 - 2.3.7 Healthcare Information Technology (HIT) including active components, passive components and requirement of Software
 - 2.3.8 Medical Gas Pipeline Service
 - 2.3.9 Building Management Systems (BMS)
- 3 The Hospital Consultant shall associate, if necessary, Architect, Civil Engineer (Structural) and an Engineer (or Engineers) of SDMC for reviewing the Civil and MEP services. The project division will extend all possible help to the consultant
- 4 The Hospital Consultant will prepare the Equipment Plan for Tilak Nagar Hospital Once the Equipment Plan is approved, it shall be categorized as per ABC classification. Detailed specifications will be generated for A & B Groups and Equipment procured as per SDMC policy. For Group C an item rate contract shall be prepared and implemented.
- 5 The Hospital Consultant will prepare the Hospital Supply Services policy.
- 6 The Hospital Consultant will prepare a Project Management Plan. The Project Management Plan will provide
 - 6.1 A Manpower Plan
 - 6.2 A Hospital Manual for Hospital Operations
 - 6.3 Proposals for all third party services that need to be procured

7 The Hospital Consultant will co-ordinate with Engineering Department, both Electrical & Civil of SDMC to facilitate completion of building works and associated Engineering Service Works.

8 The Hospital Consultant will supervise soft commissioning of TNCH.

9 The Hospital Consultant will, in co-ordination with Project Architects, Works Contractors and SDMC Engineers, institute a preventive maintenance program for TNCH.

III. Project Duration 6 months

IV. Method of Selection:

Walk in Interview;

Date: 27/ 5/ 2021, Thursday from 10.00 AM to 4.00 PM

**Venue: Meeting Room, 23 rd Floor, E- 1 Block Dr. S.P.M.
Civic Center, Minto Road, New Delhi 110002;**

Candidates should appear with an application along with CV and copies of all certificates as well as in original for scrutiny;

No TA/DA will paid to candidates appearing for interview

*Alco (ptc)
19/05/2021*

**Addl. Director Hospital Administration (Med & TB)
23226824; 23226859;**