



कर्मचारी राज्य बीमा निगम
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)
EMPLOYEES' STATE INSURANCE CORPORATION
(Ministry of Labour & Employment, Govt. of India)



मुख्यालय
Headquarters
पंचदीप भवन सी०आई०जी रोड, नई दिल्ली-110002
PANCHDEEP BHAWAN, C.I.G. MARG, NEW DELHI-110 002
Phone: 011-23604700 Email : dir-gen@esic.nic.in
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No. W-Misc. Matter/Regarding strategic consultant/2025

Date: 04/11/2025

Engagement of Individual Strategic Consultants

Employees' State Insurance Corporation (ESIC) is a statutory body established under the Employees' State Insurance Act, 1948 and operates under the administrative control of the Ministry of Labour and Employment, Government of India. Employees' State Insurance Corporation (ESIC) is in the process of undertaking strategic reforms in the functioning of the organization and better implementation of capital investment along with health infrastructure projects.

As part of this endeavour ESIC is working towards streamlining monitoring system for construction projects. There is also a need to monitor the adherence to the construction time lines and cost overrun. ESIC also intends to innovate and create world class medical educations institution which, while adhering to the extant regulations, can also act as a pivot for innovative and targeted delivery of medical services by creating new courses and training schemes. All these efforts need to be coordinated by a professional who has exposure to the relevant disciplines such as PPP, project management, contract administration, programme management and policy development.

For this purpose, ESIC intends to engage a well experienced individual strategic consultant who can coordinate and assist ESIC in achieving the objectives by providing new, emerging ideas, provide strategic solutions who can spearhead the efforts and assist ESIC in achieving the above objectives as mentioned herein as per the continuously changing needs of governance. Consultant will be expected to deliver in such areas where in-house expertise is not readily available within the framework of ESIC. The broad objectives of such engagement are: -

- a) Suggest & develop models, such as PPP (Public-Private Partnership), HAM (Hybrid Annuity Model), or BOO (Build-Own-Operate) etc. for establishing and operating ESIC Medical College, Hospitals & medical services to ensure cost-effectiveness and save public funds.
- b) Assist in establishing PMU (infrastructure development), Project Engineers for projects.
- c) Provide general advisory support on other reform initiatives within ESIC.
- d) Prepare briefs, reports, and analyses on historical trends and recent developments in medical services, construction, and technology.

ESIC invites proposal for engagement of a well experienced individual consultant for the following post as detailed below:

1	Name of Post		Senior Strategic Consultant
2	Location		Employees State Insurance Corporation, Headquarters Office, Panchdeep Bhawan, CIG Road, New Delhi.
3	Scope of work		a) Detailed description of the objectives, scope of services, deliverables and other requirements relating to this Consultancy are specified in Terms of Reference at Appendix-A.
4	Eligibility Criteria		
	A	Age limit	Maximum 60 years as on last date of advertisement-
	B	Education qualification	Post- Graduation in Management/ Engineering
	C	Minimum Professional Experience in years	20
	D	Essential experience	He should have experience in senior consulting/ leadership roles in strategy/program management, policy development.
	E	Preferrable experience	a) Multi sector experience is preferable. b) PPP Transaction Advisory, and Project Supervision in Infrastructure sector. c) Policy development for national programmes. d) Financial modelling for at least one PPP project e) Development of concession agreement for at least PPP project f) Programme management for at least one scheme of Government of India/State Government.
5	Contract Period		Initial period of consultancy shall be of 02 (Two) years which may be extendable for another 02 (two) years on 1 plus 1 basis subject to requirement, assessment of performance & mutual consent
6	Selection process		ESIC has adopted a two-stage selection process in connection with the engagement of the said consultant. In the first stage, a screening of the applications will be carried out by ESIC. Shortlisted individuals will be called for personal interview to assess the capability of the individual Applicants.
7	Last date of submission of application	of	The applicant is to submit their application along with details through email on or before 20.11.2025 upto 17:00 hours.
8	How to apply		The interested applicant may submit their application along

		with supporting documents to the e-mail pmd-hq@esic.nic.in in pdf format only.
9	Remuneration	a. Remuneration along with travel entitlements and per diem costs shall be negotiable commensurate with the past experience and current work profile, keeping in mind the current trends & practices in consultancy services. The remunerations, so fixed, will be considered to be enhanced after said initial term subject to satisfactory work performance to be evaluated by a committee to be constituted by competent authority. b. The engagement will be strictly contractual and will not confer any other benefits to the selected candidates. c. The consultant shall not be entitled to any benefit like Provident Fund, Pension, Gratuity, Medical Attendance Treatment, Seniority, Promotion etc. or any other benefits available to the regular employees of the ESIC. d. No HRA shall be admissible. e. The engagement of the Consultant is on full time basis. Normal working hours will be from 0900 to 1730 hrs. Working hours is subject to change from time to time. Saturdays/Sundays will remain closed as weekend off. In exigencies, he/she may be required to work beyond office hours and/or on holidays. No extra allowance or remuneration for such work is admissible. He/ She shall not accept any other professional appointment, paid or otherwise in government or private sector or in any other organization of any kind during the term of engagement with ESIC. f. 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. Leave cannot be claimed as a matter of right. Leave will not be allowed for more than 10 days at a time. Discretion is reserved to the Head of Division to refuse or revoke leave in the public interest. Leave encashment will not be permissible on unspent leave. Unspent leave will lapse on commencement of notice period. No other leave of any kind shall be admissible to him/her. In case he/she remains absent from duty

		beyond entitled leave, a proportionate deduction from the consolidated fee as applicable will be made. g. The selected person will be required to enter into a contract with ESIC in a prescribed format w.e.f. the actual date of engagement as Consultant. h. The individual Consultant shall have the legal status of an independent vis-à-vis ESIC and shall not be regarded, for any purposes, as being either a “staff member” of ESIC, or an “official” of ESIC. Accordingly, nothing within or relating to the Consultancy Contract shall establish the relationship of employer and employee, or of principal and agent, between ESIC and the Individual Consultant.
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1. General conditions: -

- a) The Applicant shall be an Individual who is a citizen of India.
- b) The applicant shall not be more than 60 years as on last date of submission of application.
- c) In case of any guidance/information/clarification regarding their applications, etc. applicant can contact at 011-23235782 on working days (i.e. Monday to Friday) between 10.00 hrs. and 17.00 hrs.
- d) The Applicant shall enclose with its application, certificate(s) of previous employment and detailed Curriculum Vitae (CV) to prove the tenure and nature of all employments/ assignments.
- e) Any Applicant who have been barred by the Central Government, any State Government, a statutory authority or a public sector undertaking, or facing enquiry/trial on any allegations by any of the above-mentioned entities as the case may be, and the bar subsists as on the date of advertisement, would not be eligible to submit a Proposal.
- f) While submitting an application, the Applicant should attach clearly marked and referenced continuation sheets if the space provided in the specified forms in the Appendices is insufficient. Alternatively, applicants may format the specified forms making due provision for incorporation of the requested information.
- g) Upon selection, the Applicant shall be required to enter into an agreement with ESIC.
- h) Applicants must read carefully the minimum conditions of eligibility (the "Conditions of Eligibility") provided herein. Proposals of only those Applicants who satisfy the Conditions of Eligibility will be considered for interview.
- i) The Applicant shall provide all the information sought under this advertisement. The ESIC would shortlist only those applications that are received in the specified forms and complete in all respects.

- j) Applicants should note the closing date for submission of advertisement. Except as specifically provided in this advertisement, no supplementary material will be entertained by ESIC and screening / interview will be carried out only on the basis of Documents received by the closing time of submission of applications. Applicants will ordinarily not be asked to provide additional material information or documents subsequent to the date of submission, and unsolicited material if submitted will be summarily rejected.
- k) The contract may be terminated on one month's notice from either side or on payment of one month's remuneration in lieu thereof. Unauthorized absence may lead to termination of the engagement.
- l) The Applicant shall be responsible for all of the expenses and his/ her participation in the Selection Process including attending the interviews. ESIC will not be responsible or in any way be liable for such expenses, regardless of the conduct or outcome of the Selection Process.

2. Submission of Application

Applicants shall submit the application in the format at **Appendix-B & Appendix-C**. While submitting the application, the Applicant shall, in particular, ensure that: -

- a) The application along with supporting documents shall be submitted to the e-mail pmd-hq@esic.nic.in
- b) Application is submitted in the prescribed format supported by the relevant documents and signed by the Applicant.
- c) CV and all personal information supported by relevant documents are included. The CVs have been recently signed and dated in blue ink by the Applicant. Photocopy or unsigned CVs shall be rejected.
- d) Failure to comply with the requirements spelt out in this Clause shall make the advertisement liable to be rejected.
- e) If an Applicant makes a false averment regarding his qualification, experience or other particulars, or his commitment regarding availability for the advertisement is not fulfilled at any stage after signing of the Agreement, he shall be liable to be debarred for any future assignment of the ESIC for a period of 5 (five) years. The agreement of this Consultancy to the Applicant may also be liable to cancellation in such an event.
- f) ESIC reserves the right to verify all statements, information and documents, submitted by the Applicant in response to the advertisement. Any such verification or the lack of such verification by the ESIC to undertake such verification shall neither relieve the Applicant of its obligations or liabilities hereunder nor will it affect any rights of the ESIC thereunder.
- g) In case it is found during the screening/ interview or at any time before signing of the Agreement or after its execution and during the period of subsistence thereof, that one or more of the eligibility conditions have not been met by the Applicant or the Applicant has made material misrepresentation or has given any materially

incorrect or false information, the Applicant shall be disqualified forthwith, without any notice, if not yet engaged as Consultant either by issue of the engagement letter or entering into of the Agreement, and if the Selected Applicant has already been issued the engagement letter or has entered into the Agreement, as the case may be, the same shall, notwithstanding anything to the contrary contained therein or in this advertisement, be liable to be terminated, by a communication in writing by the ESIC without the ESIC being liable in any manner whatsoever to the Applicant or Consultant, as the case may be.

- h) The application with all accompanying documents (the "Documents") and all communications in relation to or concerning the Selection Process shall be in English language and strictly on the forms provided in this advertisement. No supporting document or printed literature shall be submitted with the application unless specifically asked for and in case any of these Documents is in another language, it must be accompanied by an accurate translation of the relevant passages in English, in which case, for all purposes of interpretation of the advertisement, the translation in English shall prevail.

3. Acknowledgement by Applicant

It shall be deemed that by submitting the application, the Applicant has:

- a) made a complete and careful examination of the advertisement;
- b) acknowledged and accepted the risk of inadequacy, error or mistake in the information provided in the advertisement or furnished by or on behalf of the ESIC or relating to any of the matters referred herein;
- c) satisfied itself about all matters, things and information, necessary and required for submitting an informed Application and performance of all of its obligations thereunder;
- d) acknowledged that it does not have a Conflict of Interest; and
- e) Agreed to be bound by the undertaking provided by it under and in terms hereof.
- f) The ESIC shall not be liable for any omission, mistake or error on the part of the Applicant in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to advertisement or the Selection Process, including any error or mistake therein or in any information or data given by the ESIC.

4. Right to reject any or all applications

- a) Notwithstanding anything contained in this advertisement, the ESIC reserves the right to accept or reject any Proposal and to annul the Selection Process and reject all Proposals, at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof.
- b) Without prejudice to the generality of Clause 4(a), the ESIC reserves the right to reject any Proposal if:
 - i. at any time, a material misrepresentation is made or discovered, or
 - ii. the Applicant does not provide, within the time specified by ESIC the supplemental information sought by the ESIC for evaluation of the

Proposal. Misrepresentation/ improper response by the Applicant may lead to the disqualification of the Applicant.

5. Conflict of Interest: -

- a) An Applicant shall not have a conflict of interest that may affect the Selection Process or the Consultancy (the "Conflict of Interest"). Any Applicant found to have a Conflict of Interest in this regard shall be disqualified.
- b) The ESIC requires that the Consultant provides professional, objective, and impartial advice and at all times hold the ESIC's interest paramount, avoid conflicts with other assignments or its own interests, and act without any consideration for future work. The Consultant shall not accept or engage in any assignment that would be in conflict with its prior or current obligations to other clients, or that may place it in a position of not being able to carry out the assignment in the best interests of the ESIC.
- c) An Applicant shall be deemed to have a Conflict of Interest affecting the Selection Process, if:
 - i. There is a conflict among this and other consulting assignments of the Applicant. The duties of the Consultant will depend on the circumstances of each case. While providing consultancy services to ESIC the Consultant shall not take up any assignment which by its nature will result in conflict with the present assignment; or
 - ii. During the tenure the Consultant which has been engaged by ESIC for the services under this advertisement, provides services to any of the contractors/beneficiaries of the projects/schemes implemented by ESIC that have arisen out of this engagement.
- d) An Applicant eventually appointed to provide Consultancy under this advertisement, shall be disqualified from subsequently providing goods or works or services related to any project conceptualized and implemented as part of this engagement and any breach of this obligation shall be construed as Conflict of Interest; provided that the restriction herein shall not apply after a period of 1 (one) years from the completion of this assignment; provided further that this restriction shall not apply to consultancy/ advisory services performed for the ESIC in continuation of this Consultancy or to any subsequent consultancy/ advisory services performed for the ESIC in accordance with the rules of the ESIC.

6. Dispute resolution and governing Laws:

This consultancy shall be governed and construed in accordance with the Laws of India. All disputes or differences arising out of this Consultancy, unless settled amicably between the parties hereto, shall be settled by arbitration to be conducted by a sole arbitrator. The sole arbitrator shall be mutually appointed by the First Party and the Second Party. The Arbitration proceedings shall be governed by the provisions of the Arbitration and Conciliation Act, 1996. The Arbitration proceedings shall be held in New Delhi and shall be conducted in English.

7. Survival: Notwithstanding any termination or expiration of this consultancy, all

provisions stipulated therein shall survive and continue to be in force and effect, in respect to confidentiality clause in between parties, in accordance with their terms and conditions. Such survival shall be to the extent necessary to give effect to the intent of the Parties as evidenced by such clauses and to protect the legitimate interests of either party.

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Terms of Reference for Strategic Consultant in Employees State Insurance Corporation

1. Scope of Services

The scope of services covered are as follows:

The scope of work includes:

- (i) Suggest & develop models, such as PPP (Public-Private Partnership), HAM (Hybrid Annuity Model), or BOO (Build-Own-Operate) etc. for establishing and operating ESIC Medical College, Hospitals & medical services to ensure cost-effectiveness and save public funds.
- (ii) Assist in establishing PMU (infrastructure development), Project Engineers for projects.
- (iii) Provide general advisory support on other reform initiatives within ESIC.
- (iv) Prepare briefs, reports, and analyses on historical trends and recent developments in Hospitals & Medical colleges, construction, and technology.
- (v) Evaluation of the strategic objectives of ESIC in relation to the Capital Investment Project.
- (vi) Identify areas and services suitable for Public-Private Partnerships in ESIC facilities and develop and suggest broad PPP project contours
- (vii) Undertaking market assessment for taking up of PPP projects on pilot basis
- (viii) Assisting the development of suitable financial model for the PPP projects taken up under pilot basis.
- (ix) Assisting ESIC in identification of project risks and in allocation of the same in an efficient and economic manner;
- (x) Designing concession model / structure that addresses end to end infrastructure requirements / gaps and minimizes the administrative and monitoring overhead for ESIC.
- (xi) Identification and quantification of estimated financial impact of the Project;
- (xii) Support in preparing the draft Concession Agreement for PPP projects;
- (xiii) preparation of a consolidated list of approvals/consents/clearances required from Government Instrumentalities.
- (xiv) Support in preparation of Proposal documents including the relevant Schedules of the Concession Agreement.
- (xv) Assisting the ESIC undertaking the bidding process for PPP projects including pre bid meeting, replies to queries, evaluation of bids, issuance of letter of award and signing of concession agreement.
- (xvi) Review of Financial Closure documents submitted by PPP players.
- (xvii) Prepare relevant reports, presentations, and briefs for internal and external stakeholder meetings.
- (xviii) Assisting ESIC in Works related to project management division & Medical college in terms of institutional development, regulatory framework and suggesting adaptable organizational/institutional approach/reforms.

- (xix) Assistance in conducting stakeholder consultations as and when required.
- (xx) Assistance in cost control measures and prevention of delay in capital investment projects.
- (xxi) Support in any other work organised by ESIC related to this expertise
- (xxii) Any other tasks assigned by the Head of the Division/ Director General, ESIC.

2. Meetings

2.1 ESIC may review with the Consultant, any or all of the documents and advice forming part of the Consultancy, in meetings and conferences which will be held at the ESIC's office. Further, the Consultant may be required to attend meetings either physically or online in the meetings and conferences organized by ESIC in this regard.

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Appendix-B**PROFORMA FOR THE POSITION OF SENIOR STRATEGIC CONSULTANT FOR ESIC**

1. Advertisement no. :

2. Name :

3. Gender :

4. Nationality :

5. Father's Name :

6. Marital Status :

7. Spouse's Name :

8. Date of Birth :

9. Educational Qualifications :

(Please enclose supporting documents / certificates in respect of all the qualifications)

10. Mobile No. :

11. Email ID :

12. Address for Communication:

13. Details of employment / work experience in chronological order, if applicable.
(Please enclose supporting documents, if space below is insufficient enclose a separate sheet)

Department/ Institution/ Organization/ Govt. Projects/ Schemes	Position held	From	To	Emoluments	Nature of duties performed

Paste your
passport size
Self-attested
photo here

14. Languages known :

15. Details of courses/ training programmes attended, if any :

16. Details of previous Consultancy, if any :

Works undertaken by the Expert that best illustrate capability to handle the assigned task	
1. Project Name:	
Name of Client:	
Location of Project:	
Start Date	
End Date	
Position Held: Main project features:	
Activities Performed:	
2. Project Name:	
Name of Client:	
Location of Project:	
Start Date	

End Date	
Position Held:	
Main project features:	
Activities Performed:	

17. Additional information, if any, which you would like to mention in support of your suitability for the engagement. Enclose a CV or separate sheet, if need be.

18. Remarks, if any:

(Signature of Candidate)

Date:

UNDERTAKING

1. I hereby certify that All information provided in advertisement and in the Appendices is true and correct and all documents accompanying such Proposal are true copies of their respective originals.
2. I shall make available to the ESIC any additional information it may deem necessary or require for supplementing or authenticating the application.
3. I acknowledge the right of the ESIC to reject my Application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
4. I certify that I have neither failed to perform on any contract, nor have been debarred by any statutory authority/public agency or nor undergoing any trail or enquiry by any public agency/authority.
5. I declare that:
 - (a) I have examined and have no reservations to the advertised Documents, including any Addendum issued by ESIC;
 - (b) I do not have any Conflict of Interest in accordance with the terms of the advertised Document; and
 - (c) I have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in the advertised document.
6. I understand that ESIC may cancel the Selection Process at any time and that ESIC are neither bound to accept any application that ESIC may receive nor to select the Consultant, without incurring any liability to the Applicants in accordance with the terms of the advertised document.
7. I hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the ESIC in connection with the selection of Consultant or in connection with the Selection Process itself in respect of the above-mentioned engagement.
8. I agree and understand that the proposal is subject to the provisions of the advertised document. In no case, shall I have any claim or right of whatsoever nature if the Consultancy for the Project is not awarded to me or my proposal is not opened or rejected.
9. In the event of me being selected as the Consultant, I agree to enter into an Agreement and agree to abide by the same.
10. I agree and undertake to abide by all the terms and conditions of the advertised Document.
11. I shall not, either during the term or within two years after the expiration or termination of this Agreement disclose any proprietary information, including information relating to reports, data, drawings, design software or other material, whether written or oral, in electronic or magnetic format, and the contents thereof; and any reports, digests or summaries created or derived from any of the foregoing that is provided by the ESIC to the Consultant; any information provided by or relating to the ESIC its technology, technical processes, business affairs or finances or any information relating to the

ESIC's employees, officers or other professionals or suppliers, customers, or contractors of ESIC; and any other information which the Consultant is under an obligation to keep confidential in relation to the Project, the Services or the Agreement without the prior written consent of the ESIC.

(Signature and name of the Applicant)

Date:

Place: