

BIHAR MEDICAL SERVICES & INFRASTRUCTURE CORPORATION LTD.

(A Govt. of Bihar Undertaking)

3rd Floor, Swasthya Bhawan, Behind IGIMS, Adjacent to SHSB, Sheikhpura, Patna - 800014

ADVERTISEMENT FOR RECRUITMENT **(Notice No. 01/2023)**

Bihar Medical Services & Infrastructure Corporation Limited (BMSICL) invites applications from eligible candidates for recruitment against the following posts on contract basis:

SN	Post	No. of Positions	Monthly Remuneration
1	Company Secretary	01	As per Govt. order, Memo No. 93 dtd. 03.07.2019
2	Consultant – Civil Engineer (Retired from Govt. of Bihar)	01	As per GAD, Govt. of Bihar norms for retired personnel from Govt. Service

For detailed information relating to the required minimum qualification, desirable qualification, required experience, procedure for application, selection process, and other relevant information pertaining to this recruitment, please visit the “careers” section of the official website of BMSICL (www.bmsicl.gov.in).

Application fee (non-refundable) is Rs.600/- (Rupees Six Hundred) (incl. GST) only for UR, BC, EBC & EWS candidates. For SC/ST candidates of Bihar domicile, Female & PwD candidates of all categories application fees (non-refundable) is Rs.300/- (Rupees Three Hundred) (incl. GST) only.

The last date for submission of Application form is 15/02/2023

BMSICL reserves the right to cancel the recruitment for any or all of the posts mentioned above, at any stage of the recruitment process without assigning any reason. BMSICL also reserves the right not to fill up any or all the posts at any stage of the recruitment process without assigning any reason. BMSICL reserves the right to amend, cancel this advertisement in whole or in part without assigning any reason or giving notice.

Sd/-
GM (Administration)

Detailed Instructions
(Recruitment Notice No. 01/2023)

Bihar Medical Services & Infrastructure Corporation Limited (BMSICL) invites applications from eligible candidates for the following posts on contract basis, details of which are as below:

General Conditions:

1. Eligibility Criteria:

A. Required Qualification and Experience:

- i. The post-wise minimum qualification and experience is as per the table given below: -

S N	Post	Minimum Qualification	Desirable Qualification	Minimum Experience
1	Company Secretary	Member of Institute Of Company Secretary of India	PG in Commerce	1 year
2	Consultant - Civil Engineer	Retired employee of Government of Bihar with Civil Engineering background of at least Superintending Engineer level		

- ii. **For the post of Company Secretary (S. No. 1)**, the Maximum Age limit, for applicants under Unreserved/EWS shall be 40 years, for BC/EBC/UR(F)/EWS(F) shall be 43 years and for SC/ST shall be 45 years for all positions. 10 years relaxation in age will be admissible to PwD applicants. Minimum age should be 21 years. 31.01.2023 shall be reference/cut-off date for computing age, qualification etc.
- iii. **For the post of Consultant – Civil Engineer (S. No. 2)**, the maximum age limit is 62 years for all categories. 31.01.2023 shall be reference/cut-off date for computing age. The terms of engagement shall be in accordance to the guidelines of General Administration Department, GoB issued from time to time.
- iv. Full time regular Graduation degree or full time regular PG degree/diploma from recognized university/institute shall only be considered.
- v. Work Experience attained only post-qualification shall be considered. Only relevant work experience will be considered. Experience in any non-related field will not be considered and the decision in this regard of BMSICL shall be final.
- vi. Experience certificates which clearly mention the duration of the service and issued only by the appropriate authority clearly mentioning the duration of the service will be considered and the decision in this regard of BMSICL shall be final.
- vii. Candidates should ensure that they fulfill the eligibility criteria as specified in above Point 1.A (i) of this document. The candidates should also ensure that they possess the knowledge and skills required for the position and are suitably qualified and capable for the position.

B. Disqualification:

- i. Persons who have been dismissed, terminated, removed from the service of any Central/State Govt./PSU/Corporation are not eligible to apply.
- ii. For retired employees there should not be any criminal/vigilance case/matter or financial embezzlement case/matter or any disciplinary proceeding pending against them.

- iii. For retired employees they should not have been punished for any disciplinary/criminal matter under Bihar Government Service rules 2005 or Bihar Pension rules.

2. Remuneration:-

- i. For the post of Company Secretary - As per the Govt. Order Memo No. 93 dated 03.07.2019 (copy enclosed)
- ii. For the post of Consultant - Civil Engineer – As per GAD, Govt. of Bihar norms for retired personnel from Govt. Service

3. Mode of Application:

- i. The candidates have to send the filled in Application Form (as per the attached format) with copies of certificates/testimonials in support of age, qualification, experience, category etc. and the Application Fees which must be put in one envelope and sent to the Managing Director, BMSICL, 3rd Floor, Swasthya Bhawan, Behind IGIMS, Adjacent to SHSB, Sheikhpura, Patna – 800014 by Speed post/Registered post so as to reach before 15/02/2023. Applications received after due date (for whatsoever reason) shall not be entertained. The name of the post applied for and the relevant advertisement no. must necessarily be mentioned on top of the envelope. **Hand delivery of applications shall not be accepted.**
- ii. Application fee (non-refundable) is Rs.600/- (Rupees Six Hundred) (incl. GST) only for UR, BC, EBC & EWS candidates. For SC/ST candidates of Bihar domicile, Female & PwD candidates of all categories application fees (non-refundable) is Rs. 300/- (Rupees Three Hundred) (incl. GST) only. The Application Fees is to be submitted in the form of Demand Draft issued from any Scheduled Bank in favour of Managing Director, Bihar Medical Services & Infrastructure Corporation Ltd payable at Patna. All Application forms must necessarily be accompanied with the Application Fees. **Application Forms without the Application Fees shall be summarily rejected.**
- iii. Applications received in other than the prescribed format/mode or incomplete in any respect or without copies of certificates/testimonials etc. will summarily be rejected.
- iv. For retired employees the filled in Application form needs to be mandatorily submitted along with copies of certificates/testimonials in support of age, qualification, documents pertaining to their retirement from Govt. service and Last Pay Certificate.

4. Selection Process:

A. Company Secretary

- i. The candidates will be shortlisted for selection process taking into consideration the qualification, knowledge, understanding, suitability and experience etc.
- ii. The specified required qualification for the post of Company Secretary is only the minimum qualification and it does not ensure shortlisting of all candidates having the minimum qualification.
- iii. For the post of Company Secretary, Candidates will be shortlisted for interview on the basis of the scoring criteria for this post as detailed in Annexure "A".
- iv. The scoring will be done on the basis of the information provided by the candidates in their application forms.
- v. The shortlisted candidates based on the above, will be called for Interview for the post of Company Secretary at BMSICL office in Patna. The shortlisted candidates shall be

informed about the details of the interview on their e-mail as mentioned in their application forms.

- vi. The selection of candidates shall be on the basis of the overall marks obtained by the shortlisted candidates out of a total of 100 marks. A total of 65 marks have been assigned to the scoring criteria as detailed in Annexure "A" and 35 marks has been assigned to the interview.

B. Consultant – Civil Engineer

- i. For the post of Consultant – Civil Engineer, only candidates who have retired as Superintending Engineer (Civil) under the Govt of Bihar are eligible. Eligible candidates shall be called for interview for this post and BMSICL reserves the right to fix the standard and specifications for screening and calling the candidates for interview. Eligible Applicants shall be informed about the details of the Interview on the email ID mentioned in their Application Form.
- ii. All shortlisted Applicants will be required to appear for the Interview at BMSICL office in Patna.

C. Documents to be submitted at the time of interview

- (i) **Common documents for both Posts** - The candidate should carry the duly filled in application form (as per the attached format) along with the originals and photocopies of all their certificates and testimonials (self-attested) including the following documents at the time of the interview:
 - a) Two recent passport size colour photographs.
 - b) Photo identity proof (Aadhar/Driving License/Passport/Voter ID).
 - c) Permanent Address proof.
 - d) Proof of Date of Birth – Copy of Mark-sheet of Xth class or School Leaving Certificate.
 - e) All educational qualifications from Xth onwards (mark sheet and certificates) till the highest qualification. The candidates need to ensure that they carry the original mark-sheet and certificate for the required essential qualification for the applied post.
 - f) The applicants claiming relaxation in age limit under any reservation category shall have to submit the relevant Caste Certificate and Domicile certificate issued by the Competent Authority as per the relevant rules of the Govt. of Bihar issued in this regard, otherwise they will not get the benefit of age relaxation.
 - g) For candidates belonging to the PwD category, a requisite certificate issued from the appropriate authority, as specified in the respective reservation guidelines, must be submitted by the candidate to claim relaxation in age limit.
 - h) Experience certificates as evidence of post-qualification experience from the concerned employer. (In case of serving current employer the candidate may submit the joining letter and latest salary slip/certificate).
 - i) If in a degree, Cumulative Grade Point Average (CGPA)/ Overall Grade Point Average (OGPA)/Degree Grade Point Average (DGPA) is awarded -then a detailed document explaining the norms adopted by the university/institute in marks calculation is needed.
- (ii) **For the post of Company Secretary** –an affidavit (with stamp) sworn before Executive Magistrate / Notary certifying that no criminal or vigilance case/matter or financial embezzlement case/matter or punitive action is pending against them and also that they

have not been dismissed, terminated, removed from the service of any Central/State Govt./PSU/Corporation, needs to be submitted, in addition to the documents mentioned in above Point C (i).

- (iii) **For the post of consultant – Civil Engineer** - affidavit (with stamp) sworn before Executive Magistrate / Notary certifying that no criminal/vigilance case/matter or financial embezzlement case/matter or any disciplinary proceeding under Bihar Government Service rules 2005 or Bihar Pension rules is pending against them, needs to be submitted. Further they have to submit a medical fitness certificate issued by Civil Surgeon-cum- Chief Medical Officer. These are to be submitted in addition to the documents mentioned in above Point C (i).

5. Terms and Conditions

- i. No TA/DA shall be payable to the candidates for attending the Interview.
- ii. Age relaxation benefits can only be availed by Candidates who are permanent resident of the State of Bihar.
- iii. The recruitment shall be on a contractual basis. Initial contract period would be for one year, during which the selected candidate shall be on probation for the first three months. If the services of the candidate are not found satisfactory during the probation period, the agreement may be terminated.
- iv. For the post of Company Secretary after completion of the initial contract period of one year, the contract may subsequently be extended further based on the performance of the candidate and also on the requirement of BMSICL and subject to certain terms and conditions which shall be specified at the time of execution of service agreement.
- v. For the post of Consultant - Civil Engineer after completion of the initial contract period of one year, the contract may subsequently be extended till the age of 65 years, based on the performance of the candidate and also on the requirement of BMSICL.
- vi. Candidates recruited on contract basis shall not be considered Government Servants and they shall not be entitled to any benefits that Govt. Servants are entitled to. Candidates cannot claim employment regularization in any case.
- vii. All employees are required to give a notice, in writing, in accordance with the service contract, if they wish to terminate their employment relationship with BMSICL. The notice period is 30 days or compensation in lieu thereof.
- viii. If at any stage of recruitment, it is found that candidate does not fulfill the eligibility criteria and/or that he/she has furnished incorrect/false information/certificate/documents/testimonials or if the candidate has willfully suppressed any material information relevant to this appointment his/her candidature will be cancelled. In case such candidate gets appointed, he/she will be liable to be removed from the service and any other action will be taken as deemed fit by the appointing authority including but not limited to recovery of the entire salary and allowances paid to the candidate.
- ix. Applications that are incomplete in detail, not legible, or without all the required enclosures or without the application fees will be rejected. Incomplete applications in any aspect will be summarily rejected. The Application forms should be preferably typewritten.
- x. The specified required qualification and experience for all the posts is only the minimum and it does not ensure shortlisting of all candidates having the minimum qualification and experience. Mere submission of application or appearance in interview does not guarantee selection / appointment in the respective post. Selection of candidates will be made strictly based on merit, performance in interview, available vacancy, verification of certificates /testimonials etc.

- xi. The decision of the competent authority of BMSICL regarding the shortlisting and selection of candidates will be final and no representation will be entertained in this regard.
- xii. Any important information including corrigendum/ changes/ updates and information/ general instructions during the course of the recruitment process and on selected candidates shall be published only on the website of BMSICL.
- xiii. Candidates are required to fill their correct and active e-mail address in the application form. E-mail ID & Mobile number should be kept active till the completion of this recruitment process. Mobile No. & E-mail ID once given cannot be changed by the applicant under any circumstances. Further candidates are advised to keep visiting the official website of BMSICL regularly as all the updated information shall be posted on the website.
- xiv. BMSICL reserves the right of any amendment, cancellation, and changes to this advertisement document as a whole or in part without assigning any reason or giving notice. BMSICL reserves the right to cancel/restrict/enlarge/modify/alter the recruitment process, if need so arises, without issuing any further notice or assigning any reason.
- xv. BMSICL reserves the right to change the positions or number of vacancies or cancel any or all the positions mentioned in this advertisement without assigning any reason.
- xvi. BMSICL reserves the right to cancel the recruitment for any or all of the posts mentioned above, at any stage of the recruitment process without assigning any reason. BMSICL also reserves the right not to fill up any or all the posts at any stage of the recruitment process without assigning any reason.
- xvii. Canvassing in any form shall lead to disqualification of the candidate.
- xviii. Any dispute shall be subject to the Jurisdiction of courts of Patna only.

Sd/-
GM (Administration)

Annex. "A"

Post Name	Scoring Criteria						
Company Secretary	Criteria	Membership from the Institute of Company Secretaries of India (Minimum Qualification as per eligblity criteria)	Graduate in any discipline with at least 60% marks	Additional Post Graduate qualification in Commerce field (other than degree of Company Secretary)	LLB (over Minimum Qualification as per eligibility criteria)	5 marks for each completed year* of post -membership experience of working in Govt./PSU as Company Secretary till a maximum of 6 years	
	Max Score	15	10	5	5	30	65

*Note: experience of each completed year shall only be considered. Experience certificates mentioning the duration clearly and issued by the appropriate authority shall only be considered

दिनांक 02.07.2019 को बिहार सरकार के विभिन्न सरकारी निगमों में संविदा पर कार्यरत कम्पनी सचिवों का मानदेय निर्धारण के संबंध में आहूत बैठक की कार्यवाही :-

1. उपस्थिति - परिशिष्ट-I के रूप में संलग्न।

बिहार सरकार के विभिन्न सरकारी निगमों में संविदा पर कार्यरत कम्पनी सचिवों का वेतन निर्धारण विभिन्न निगमों में प्रचलित दरों और बाजार दर आदि के आलोक में विधिवत् समीक्षोपरान्त निम्नलिखित दर पर निर्धारित करने का निर्णय लिया जाता है :-

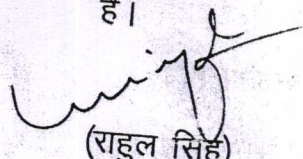
क्रम संख्या	अनुभव/चयन की योग्यता	मानदेय राशि (रु०)	वेतनवृद्धि + महँगाई भत्ता (विगत वर्ष में प्राप्त मानदेय पर यह गणित होगा एवं एक वर्ष पूर्ण होने पर ही यह वृद्धि देय होगी)
(क)	एक वर्ष का अनुभव	40,000 /-	6% वार्षिक
(ख)	एक वर्ष से अधिक का अनुभव	45,000 /-	6% वार्षिक
(ग)	सात वर्ष से अधिक का अनुभव	65,000 /-	6% वार्षिक
(घ)	दस वर्ष का अनुभव	75,000 /-	6% वार्षिक

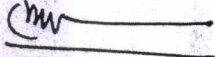
ऊपर वर्णित चयन अनुभव के सम्मुख प्रदर्शित मानदेय कम्पनी सचिवों को चयन के बाद प्रथम वर्ष के लिए निर्धारित होगा। प्रत्येक वर्ष उक्त राशि में 6 प्रतिशत की वृद्धि कर आगामी वर्ष का मानदेय निर्धारित किया जाएगा। उपरोक्त का तात्पर्य यह नहीं होगा कि इस प्रकार 6 प्रतिशत की वृद्धि होते हुए किन्हीं कर्मों का जो मानदेय निर्धारित हुआ हो, उसमें कोई कमी अथवा वृद्धि इस कारण की जायेगी कि उन्हें अद्यतन प्राप्त अनुभव के समकक्ष उपरोक्त तालिका में वर्णित नवीन चयन हेतु निर्धारित मानदेय उससे भिन्न है।

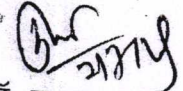
यह दर 1 जुलाई, 2019 से लागू होगी और बिहार सरकार के प्रत्येक निगम इसका अनुपालन सुनिश्चित करेंगे एवं एतद् संबंधी प्रस्ताव गठित कर

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आगामी निदेश पर्वद की बैठक में इस पर अनुमोदन प्राप्त करेंगे। यह उन निगमों पर भी लागू रहेगा जिसमें विकास आयुक्त निदेशक पर्वद के अध्यक्ष नहीं हैं।


(राहुल सिंह)
सचिव (व्यय),
वित्त विभाग, बिहार, पटना।


(आमिर सुबहानी) 31.7.19
अपर मुख्य सचिव,
सामान्य प्रशासन विभाग, बिहार

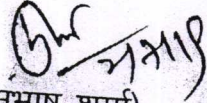

(डॉ. सुभाष शर्मा)
विकास आयुक्त, बिहार।

बिहार सरकार
कार्यालय विकास आयुक्त, बिहार, पटना।

ज्ञापांक- 93

पटना, दिनांक- 03/7/19

प्रतिलिपि:-मुख्य सचिव, बिहार, अध्यक्ष-सह-सदस्य, राजस्व पर्वद, बिहार, सभी अपर मुख्य सचिव, सभी प्रधान सचिव, सभी सचिव, सभी विभागाध्यक्ष, सभी सरकारी निगमों के प्रबन्ध निदेशक, बिहार को सूचनार्थ एवं आवश्यक कार्रवाई हेतु प्रेषित।


(डॉ. सुभाष शर्मा)
विकास आयुक्त, बिहार।