

विषय: हडको क्षेत्रीय कार्यालय राँची के लिए “अंशकालिक एलोपैथिक चिकित्सा सलाहकार की नियुक्ति” के लिए निविदा आमंत्रित करने के संबंध में। /**Regarding inviting tender for “Appointment of part time Allopathic Medical Consultant” for HUDCO Regional Office Ranchi.**

महोदय/ महोदया,
Sir/Madam,

हाउसिंग एंड अर्बन डेवलपमेंट कॉर्पोरेशन लिमिटेड (हडको), भारत सरकार का एक सार्वजनिक क्षेत्र का उपक्रम है जिसका पंजीकृत कार्यालय हडको भवन, इंडिया हैबिटेट सेंटर, लोधी रोड, नई दिल्ली-110003 में है और इस का क्षेत्रीय कार्यालय मैपल प्लाजा, छटा तल्ला, अशोक नगर, गेट नो. 2 के सामने, अरगोड़ा, राँची -834002 में स्थित हैं। / Housing & Urban Development Corporation Ltd. (HUDCO), is a Public Sector Enterprise under Government of India with its Registered office at HUDCO Bhawan, India Habitat Centre, Lodhi Road, New Delhi 110003 and Regional Office at HUDCO Ranchi Regional Office, 6th Floor, Maple Plaza, Ashok Nagar, Opp. Gate no.2, Ranchi-834002.

हडको क्षेत्रीय कार्यालय, राँची स्थित अपने कर्मचारियों के लिए चिकित्सा सम्बंधित मार्ग दर्शन देने हेतु “अंशकालिक एलोपैथिक चिकित्सा सलाहकार की नियुक्ति” हेतु निविदा आमंत्रित करता है। / HUDCO Regional Office, Ranchi invites bids for “Appointment of Part Time Allopathic Medical Consultant” to provide medical guidance to its employees.

यदि आप इच्छुक हैं तो मुहर बंद निविदा अनुलग्नक-I में दर्शाये गये प्रोफार्मा में भरकर प्रस्तुत कर सकते हैं। / if you are interested, you can submit sealed tender by filling in the prescribed proforma shown in Annexure-I .

अंशकालिक चिकित्सा सलाहकारों को नियुक्त करने के लिए नियम और शर्तें इस प्रकार हैं। /The terms and conditions for engaging Part Time Medical Consultants are as follows:-

1. Nature of Service	:	Part time Allopathic Medical Consultant.
2. Minimum Qualifications	:	MBBS* with at least 10 years of experience in Government Service/reputed Hospital(s) or retired from Central/State Government medical service as per requirement of HUDCO. *Preferably in General Medicine.
3. Age limit	:	40 to 70 years

4. Maximum Length of contract on yearly renewal basis	:	One Year, extendable up to a tenure of 5 years.
5. Visiting Hours		One hour once in a week.
6. A suitable remuneration (Against submission of bill)	:	Rs. 2,000/- (Rupees two thousand only) per visit all inclusive. (No other reimbursement of any kind i.e. cost of dispensing medicines and travel expenses)
7. Increment in remuneration	:	Yearly 10% increase in remuneration after completion of one year based on review of the performance by the committee constituted by Regional Head, (initially six months plus next six months)
8. Nature of service Expected	:	In addition to providing medical advice / assistance to the employees, the nature of service would also include the following works:- - To give medical advice to the HUDCO Employees* and their dependents. - To medically examine the fresh appointees. - To check and countersign the Medical Bills of the employees. - To attend to employees / visitors who suddenly fall ill in office and requires immediate medical attention on the day of visit. - To examine/ advise on treatment/surgery, etc. referred by hospital (s)/ doctor (s) etc. - To advise for investigation(s)/diagnosis, to employees/ their dependents and/ or annual check-up. - To visit short listed hospitals /nursing homes/ pathology labs/ dental care centres/ eye care centres along with other Committee Members of HUDCO for empanelment, as and when required (honorarium will be paid extra). *Employees include working as well as retired employees of HUDCO.
9. Resignation/Termination of Service	:	One month notice from either side
10. Selection Criteria	:	Interested qualified Allopathic Doctors are requested to drop their resume/profile with attested copies of their degree/experience certificate by 15th September, 2025 by 03:00 pm in a sealed cover, super scribing "Application for Part time Allopathic Consultant" at reception desk of HUDCO Ranchi Regional Office as per given address : HUDCO Ranchi Regional Office, 6th Floor, Maple Plaza, Ashok Nagar, Opp. Gate no.2, Ranchi-834002. Selection criteria will be decided by Regional Head upon receipt of resume/profile.

हडको के लिए और हडको की ओर से/For and on behalf of HUDCO.

प्रबंधक (आई. टी. / प्रशासन) / Manager (IT / Admin)

1	डॉक्टर का नाम/ Name of Doctor	
2	स्थानीय पता राँची में Local Address in Ranchi	
3	जन्म तिथि/ Date of Birth (कृपया प्रमाण की प्रति संलग्न करें/Please attach copy of proof)	
4	न्यूनतम योग्यता/Minimum Qualification (कृपया प्रमाण की प्रति संलग्न करें/Please attach copy of proof)	
5	अनुभव (वर्षोंमें)/ Experience (in years) (कृपया प्रमाण की प्रति संलग्न करें/Please attach copy of proof)	
6	फोन/मोबाइल नं०/Phone/Mobile No.	
7	ईमेल आईडी /Email ID	
8	बैंक कानाम/ Bank Name (बिल का भुगतान स्थानांतरित करने हेतु)	
9	खाता सं० A/c Number	
10	शाखा नाम एवं पता / Branch Name & Address	
11	खाते का प्रकार A/C type	
12	आई एफ एस सी/ आर टी जी एस कोड IFSC/RTGS Code	
13	पैन नं/-PAN NO (Please attach copy)	
14	प्रति विजिट पारिश्रमिक Remuneration per visit	Rs.2,000/- Per visit/ Per day for one hour once a week.

दिनांक/ Date: _____
की सील

हस्ताक्षर और निविदा कर्ता

Signature and Seal of the Tenderer