



आधारभूत संरचना विकास प्राधिकार

(बिहार सरकार का एक उपक्रम)

प्रथम तल, उद्योग भवन, पूर्वी गाँधी मैदान, पटना।

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Short Invitation Notice for Empanelment of Quality Monitor (QM)

05/Notice/IDA/23

Applications are invited from the eligible candidates (Retired Superintending Engineers and above from State Govt./Central Govt./Public Enterprises etc. in the field of Civil Engineering/ Mechanical Engineering /Electrical Engineering) for empanelment as Quality Monitors (QM) for inspection & Quality assurance of Projects being executed by **Infrastructure Development Authority**. The application format along with detailed instructions, terms & conditions is available on website www.idabihar.com. Last date for the submission of application is **11-03-2023** up to 5pm. The application shall be sent only through the email on ida-bihar@gov.in.

Handwritten signature and date: 28/02/23

Director (Administration)
Infrastructure Development Authority

Application format for Empanelment as Quality Monitor
Infrastructure Development Authority



(Passport size colored photograph of candidate to be pasted in the box)

1. **Name:**
(As per service records):
2. **Date of Birth:**/...../.....
(Date/ Month/ Year)
(in words)
3. **Date of Retirement from Govt. Service:**/...../.....
Date/ Month/ Year
4. **Communication Address:**
5. **Contact Information:**
(a) Mobile No(s) :

(b) e-mail ID (in CAPITAL LETTERS) :
6. **Educational & Professional Qualifications:**

Sl. No.	* Degree	Year of Passing	Subject / Discipline/ Specialization	University/ Institute	Remarks
1.	Bachelors Degree				
2.	Masters Degree				
3.	Doctoral Degree				
4.	Other Degree				
5.					
6.					

* enclose copy of Certificates

7. (i) PAN** number-
** enclose copy of documents

8. Employment record of last 10 years of Government service:

Sl. No.	Organization/ Department	Post Held / Level ***	Duration		Details of work experience
			From	To	

*** SE / Addl. CE/ CE/ E-in-C

9. Employment record post retirement:

Sl. No.	Organization	Position held	Duration		Details of work experience
			From	To	

10. Field of Specialization / Special Interest (if any):

11. Post from which retired –

12. Other Details (Membership of professional bodies, authorship of technical papers, consultancies, etc.):
(May attach extra sheet, if required)

13 Whether any departmental enquiries / corruption cases initiated against the candidate, during service period: (Yes/No)

If yes,- results of the same:

If no- affidavit by Notary in this regard in the format provided in **annexure-1**

14 Willingness to work as QM:

a. The undersigned is maintaining good health and is willing to take up field inspection assignments works as Quality Monitor.

b. I understand that I may be assigned to carry out field inspections in any State in accordance with the Guidelines.

Declaration: I hereby declare that the details furnished above are true and correct to the best of my knowledge. In case any of the above information is found to be false or misleading or misrepresenting, I am aware that I may be held liable for it and my empanelment as QM may be immediately cancelled and necessary action, as deemed fit, may be taken against me.

Signature.....
Name of applicant:.....
Date:

Eligibility Criteria

- I. The candidate should be a Graduate in Civil Engineering/Mechanical Engineering/Electrical Engineering from a recognized university.
- II. No applicant would be allowed to work as QM after completing the age of 67 years, therefore the applicant should not attained the age 65 years on the last date of application so that the applicant is able to work as QM for 02 years, subject to satisfactory performance.
- III. The candidate should have worked on the post not below the level of Superintending Engineer and above for at least one year.
- IV. A candidate who has not worked with any organization cumulatively for 03 years after retirement shall not be eligible. This will be applicable only to those candidates who apply after 05 years of their retirement.
- V. Candidate must have hands on knowledge of computer.

Honorarium & Travelling Allowance

- VI. Honorarium for each day of field inspection and discussion with field in-charge and other concerned will be paid @ 3500/- Per day.
- VII. Lodging charge is limited to Rs. 2500/- per day (on production of original receipts) and daily allowance @ Rs. 500/- per day will be admissible.
- VIII. Report allowance at the rate of Rs. 1000 per assignment will be admissible.
- IX. Candidate can use air-conditioned Bus/Taxi/car for travel for which they will be compensated at the rate of 20 rupees per km. They can also use prepaid taxi for which actual rent based on receipt is applicable. Candidate can use their own car too for which they will be compensated at the rate of Rs. 20 per km.

Code of Conduct for Quality Monitors (QMs), Engaged by IDA

Introduction

The purpose of Code of Conduct is to ensure an ethical conduct in the Second Tier inspection of works under Infrastructure Development Authority

Under the Second tier of quality management mechanism the inspection of works by Quality Monitors (QMs) is an independent assessment of quality of works executed under IDA. The Main objective of is to assist the Executing Agency in ensuring the quality of work by periodic inspection at defined stages of construction as per direction of authorities. The quality management mechanism of QM is to independently verify that the quality of works executed confirms to the prescribed standards provided in the agreement and special conditions if any. The role of QM is also to provide guidance to the implementation machinery and the field engineers in achieving quality parameters as prescribed. As such; the basic duty of the QM is to inspect the works as per the guidelines prescribed by IDA and prepare inspection report giving clearly his findings and suggestions for improvement. High ethical conduct is expected of the person who is engaged as Quality Monitor.

It is important for the quality monitor to conduct Quality Monitoring in such a way that actual field realities are brought out. It is also important to ensure that the quality monitors carry out inspections properly and report truthfully.

A code of conduct is necessary and appropriate for the Quality Monitors because of the trust placed in the independent quality management system. The Code of Conduct extends beyond the definition of independent quality monitoring to include two essential components:

1. Principles that are relevant to the profession and practice of independent quality monitoring of works;
2. Rules of Conduct that describe behavioral norms expected of Independent Quality Monitors. These rules are an aid to interpreting the Principles into practical applications and are intended to guide the ethical conduct of Quality Monitors.

Principles

Quality Monitors are expected to apply and uphold the following principles:

✓ **Integrity**

The integrity of Quality Monitors establishes trust and thus provides the basis for reliance on their judgment.

✓ **Objectivity**

Quality Monitors exhibit the highest level of professional objectivity in gathering, evaluating and communicating information about the activity or process being examined. Quality Monitors make a balanced assessment of all the relevant circumstances and are not unduly influenced by their own interests or by others in forming judgments

✓ **Confidentiality**

Quality Monitors respect the value and ownership of information they receive and do not disclose information without appropriate authority unless there is a legal or professional obligation to do so.

✓ **Competency**

Quality Monitors apply the knowledge, skills and experience needed in the performance of independent quality monitoring services.

Rules of Conduct

1. Integrity

Quality Monitors:

Shall perform their work with honesty, diligence and responsibility.

Shall observe the law and make disclosures expected by the law and the profession.

Shall not knowingly be a party to any illegal activity or engage in an act that brings discredit to the profession or to the organization for which the QM is working.

Shall respect and contribute to the legitimate and ethical objectives of the organization for which QM is working.

Shall not take Spouse/Close relations during inspection visits.

2. Objectivity

Quality Monitors:

Shall not participate in any activity or relationship that may impair or be presumed to impair their unbiased assessment. This participation includes those activities or relationships that may be in conflict with the interests of the organization for which the QM is working.

Shall not accept anything that may impair or be presumed to impair their professional judgment.

Shall disclose all material facts known to them that, if not disclosed, may distort the reporting of activities under review.

Shall endeavor in guiding the executing machinery on correct technical procedures of quality assurance.

3. Confidentiality

Quality Monitors:

Shall be prudent in the use and protection of information acquired in the course of their duties

Shall not use information for any personal gain or in any manner that would be contrary to the law or detrimental to the legitimate and ethical objectives of the organization

4. Competency

Quality Monitors:

Shall perform independent quality monitoring in accordance with the Guidelines issued from time to time.

Shall continually improve their proficiency and the effectiveness and quality of their services.

The upper age limit for working as QM shall be upto the age of 67 years subject to satisfactory performance and good conduct.

The age on day of last date of application should not be more than 65 years.

Acceptance of above Code of Conduct by Quality Monitor (QM)

I am aware that as QM, I may be assigned the duty for inspection of projects and I will abide by it. I am also aware that empanelment as QM not necessarily means that I shall be assigned duty every month.

As QM, I will attend assignment of inspection after successfully attending interaction session and as per direction of IDA.

I, hereby give my acceptance to the Code of Conduct to work as Quality Monitor.

Signature.....

Name.....

Address.....

.....

.....

Contact No.....

Annexute-1

Affidavit

I (Name of the candidate) was a employee of the
(department name) and retired from the active service on(date of retirement).

I..... (Name of candidate) have high ethical standards and my
integrity is beyond doubt. No penalty was imposed on me during my active service and no
departmental enquiry is pending against me.

Deponent