

### National Land Monetization Corporation (NLMC)

National Land Monetization Corporation (NLMC) is a wholly owned Government of India company set up for the monetization of non-core assets of CPSEs and other Government agencies. NLMC invites applications on contractual basis for the below post fulfilling the following requirements:

#### 1. Post requirements

Name of Post	Consultant
Total no. of Post	Three (3)
Place of Posting	New Delhi
Upper age limit	Not more than 45 years as on the date of circular
Duration of appointment	Three (3) years (Extendable for 2 more years on satisfactory performance)
Mode of appointment	Contractual Basis
<b>Post 1</b>	<b>Consultant (Finance &amp; Accounts)</b>
No. of Post	One (1)
Educational Qualification	Qualified Chartered Accountant having membership of the Institute of Chartered Accountants of India (ICAI).
Experience (as on the date of circular)	i. The Candidate should have minimum post qualification experience of five (5) years in the field of Finance & Accounting. ii. Candidate with knowledge of Corporate & Institutional Finance; Accounts & Financial Statements preparation; Cost and Budgetary Control, Treasury & Cash flow Working Capital Management; Internal Audit & Statutory Audit; Direct & Indirect taxation & return filings etc. will be preferred. iii. Working experience on government projects would be an added advantage.
Remuneration	1,20,000 per month CTC
Scope of Work	i. Advising and addressing of finance related issues for timely finalization of Company Accounts and compliances of Audit. ii. Timely completion of Cost Audit and optimum return on investment of surplus funds, etc. iii. Advising Management in financial matters involving contracts and procurement of goods and services and any other matter that may be referred to him/her. iv. Compliance with Direct & Indirect tax laws v. Facilitating internal audit vi. Finance & Accounts related matters
<b>Post 2</b>	<b>Consultant (Legal)</b>
No. of Post	One (1)
Educational Qualification	i. Bachelor's Degree in Law from a recognised University. ii. Master's in Law is desirable.
Experience (as on the date of circular)	i. The Candidate should have minimum post qualification experience of five (5) years in legal background. ii. Candidate with knowledge of the following will be preferred:

	<ul style="list-style-type: none"> <li>a) Drafting &amp; vetting of various legal or contractual documents, providing legal opinions, handling legal matters including issues pertaining to Real estate law;</li> <li>b) Legal Due Diligence during land/property acquisition;</li> <li>c) Liaising with Government Ministry/ Departments in legal matters, compliance with statutory &amp; regulatory norms etc.;</li> <li>d) Handling litigation (Civil, Consumer, and/or Criminal matters) before different Judicial/Quasi-Judicial forums;</li> <li>e) Arbitration, Conciliation, and other dispute resolution mechanisms.</li> </ul> <p>iii. Further, working experience on government projects would be an added advantage.</p>
Remuneration	Rs. 1,00,000 per month CTC
Scope of Work	<ul style="list-style-type: none"> <li>i. Drafting &amp; vetting various legal &amp; contractual documents</li> <li>ii. Providing legal opinions, assessing legal implications, handling legal matters including issues pertaining to Real Estate Regulatory matters.</li> <li>iii. Carrying out due diligence</li> <li>iv. Liaising with Government Ministry/ Departments and other regulatory bodies in legal matters.</li> <li>v. Provide legal inputs to the Board in case of disputes.</li> <li>vi. Management of legal matters such as Labour Laws, Land acquisition matters etc.</li> <li>vii. And related matters.</li> </ul>
<b>Post 3</b>	<b>Consultant (Asset Monetization)</b>
No. of Post	One (1)
Educational Qualification	<ul style="list-style-type: none"> <li>i. Graduate / Post Graduate Degree.</li> <li>ii. Proficient in MS Office (Word, Excel and Power point).</li> <li>iii. Degree in Civil Engineering is desirable.</li> </ul>
Experience (as on the date of circular)	<ul style="list-style-type: none"> <li>i. The candidate should have minimum experience of 5 years in the field of land/asset monetization.</li> <li>ii. Candidates having experience in Land transactions of value more than Rs.100 Cr and having complete understanding of transaction practices including knowledge of relevant legal jurisdiction and unlocking business opportunities will be preferred.</li> </ul>
Remuneration	1,20,000 per month CTC
Scope of Work	<ul style="list-style-type: none"> <li>i. Networking with IPCs and other intermediaries, CPSE, local brokers for identifying opportunities.</li> <li>ii. Preparation &amp; review of marketing materials such as presentations, proposals etc.</li> <li>iii. Coordinate survey, micro siting, asset evaluation.</li> <li>iv. Collect market information, build &amp; maintain rapport with property consultants</li> <li>v. Pool details of the asset w.r.t coordinates and details of CPSEs and conduct site inspections.</li> <li>vi. Assess CPSE requirements, initiate &amp; maintain interactions, provide inputs on pricing, participate in discussion making.</li> <li>vii. Manage the entire process of land monetization including land identification, financial valuation, best use analysis, target identification, deal structuring (Joint Development, JV, Outright, Redevelopment), negotiation, legal and commercial due diligence</li> </ul>

	<p>viii. Prepare information memorandums, financial analysis, analytical, market intelligence, and coordinate with solicitors, legal consultants &amp; CPSEs.</p> <p>ix. Ensuring optimum client service delivery and engagement - calls, meetings, site visits, presentations, follow up, accurate &amp; timely submission of company proposals to prospective clientele and overall governance during the execution phase.</p>
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## 2. Selection Process

- Completed application in the prescribed format (**Annexure-I**) through proper channel should reach the address mentioned in Para 4 on or before the last date of submission.
- Incomplete applications and applications received after the stipulated time/date shall be rejected and shall not be entertained under any circumstances.
- Only the Shortlisted candidates will be called for interview. The date & time of Interview will be informed to the applicants on the email ID provided in the Application Proforma.
- The shortlisted candidates should carry original copies of all the documents submitted along with them for verification at the time of interview.
- The decision of the company regarding scrutiny of application and short listing shall be final and binding.
- In the above cases, no request for relaxation or otherwise would be entertained.

## 3. Mode of Submission

- The Application is to be submitted either in digital mode or physical mode.
- Private Sector applicants should submit duly filled applications directly in the prescribed format. Other Applicants should submit duly filled applications in the prescribed format through proper channel/Cadre Controlling authority.
- A soft copy of the Application Proforma through proper channel along with self-attested documents shall be sent on the email id [am-nlmc@gov.in](mailto:am-nlmc@gov.in) with email subject line as – “Application for Consultant (Accounts/Legal/Asset monetization)” before the last date of submission.
- The physical copy of the Application Proforma along with certificate by employer and self-attested documents should be enclosed in a single envelope and sent to The CEO, National Land Monetization Corporation, Room no. 401, Block no.14, CGO Complex, New Delhi – 110003
- The last date for receipt of application in both digital and physical mode shall be same.

## 4. Application Fee

- A Demand Draft for Rs. 500/- in favour of “National Land Monetization Corporation Limited” bearing Account No. 41104331178 with State Bank of India New Delhi main branch (Branch code; 00691 IFSC : SBIN0000691) should accompany the Application failing which the application will be rejected. Candidates should mention their name, address & post for which applied, on the reverse side of Demand Draft.
- Online payment may also be made through “SBI Collect” “<https://www.onlinesbi.sbi/sbicollect/icollecthome.htm>” and the payment receipt may be downloaded and sent along with the application letter. A user manual in this regard is attached as **Annexure-II**.
- In case, the payment is made through a ‘Demand **Draft**’ then the application should invariably be sent through “**Physical Mode**” (“**Digital Mode**” won’t be accepted).
- All the candidates must ensure that the payment is “**Completed**” as the transaction will be considered “incomplete” in case of any other payment status.

- v. Application without fees/ less fee shall be rejected.
- vi. No other mode of payment than those mentioned above will be accepted.
- vii. Application fee once paid will not be refunded under any circumstances.

## **5. General Instructions**

- i. Before applying, candidate should read the complete advertisement carefully and ensure that he /she fulfill the eligibility criteria for the post advertised in all respects.
- ii. Application will be liable for cancellation if at any stage it is found that information furnished in the application is misleading/incomplete/false.
- iii. The post is to be filled strictly on contractual basis.
- iv. Applicants are advised to give specific / correct/ full information and attach proof thereof by way of self-attested photocopies of the original documents/certificates etc. to be submitted along with the Application Proforma.
- v. The company reserves the right not to fill up the post, if so desires.
- vi. Mere fulfilling the minimum requirement will not vest any right for selection.

## **6. TA & Increments**

- i. The individual consultant may require to undertake domestic tours subject to the approval of competent authority and they will be allowed TA as per the company policy.
- ii. The Company may give an annual increment as per the company policy subject to a maximum of 10% per annum.

## **7. Termination Clause**

- i. Either party will have the right to terminate the contract by giving a written notice to the other party at least 30 days in advance, at any point of the contract period.
- ii. The Company will have the right to refuse to accept the resignation till the charges are properly handed over.

**Last date for submission of application: December 2<sup>nd</sup> 2022 till the end of office hours.**

## Application Proforma

<b>National Land Monetization Corporation</b> (a wholly owned Government of India company) Application for the Post of ..... Cir. No. Rect/02/2022/02					<b>Photo of the Applicant</b>		
Name (In Block letters)							
E-Mail Id							
Contact No.							
Gender							
Date of Birth (dd/mm/yyyy)							
Age as on the date of Circular							
Nationality							
Postal Address							
Permanent Address							
Educational Qualification (In chronological order)							
Sl. No.	Name of Degree/ Diploma or examination passed	Name of Board/ University/ Institution	Period of Study Of Degree/Diploma		Course Type (Full/ Part Time)		
			From	To			
Details of Post Qualification Experience (In chronological order)							
Sl. No.	Name of the Organisation	Designation	From date	To date	Total period (In years & months)	Job description	Salary drawn

I certify that the information furnished above is true, complete and correct to the best of my knowledge & belief. If at any stage, any information is found to be false or incorrect, my candidature may be cancelled and my appointment if made, shall stand terminated without any notice and compensation.

Place:

Date:

Signature of applicant

*Note: Please attach a copy of your ID proof along with proof of educational qualification, work experience and last pay certificate as stated above.*

## **Verification**

**(To be filled in by other than Private Sector Applicants)**

It is certified that the above particulars furnished above have been scrutinized and found to be correct as per official records.

It is also certified: -

1. The officer is holding post/ analogous post on regular basis.
2. That there is no vigilance/disciplinary case or criminal case pending or contemplated against Shri/Smt .....
3. That his/her integrity is certified.
4. That no major/minor penalty has been imposed on him/her during his/her tenure with the Ministry/Department/Company.
5. That the employer has no objection to the consideration of the applicant for the post applied for.
6. The APAR rating for the last five years in respect of the officer (wherever applicable)

Place:

Date:

Signature & Designation  
of Cadre Controlling Authority  
With telephone No. & E-mail address

## Annexure - II


Path for payment registration fee through “SB COLLECT”:

Applicant has to go to the State Bank of India’s online banking site: <https://www.onlinesbi.sbi>, and select SB Collect.



The screenshot shows the SBI Online Banking website. The navigation menu at the top includes: Services, Mobile Banking, FAQ, Corporate Website, SBiPay Life (SBMCPs), **SB Collect** (highlighted with a blue arrow), Electoral Bond, Videos, mCash, Apply for SB/ Current Account, NPS, SBI Unipay, SBI Loans, and **वेब**. Below the navigation menu, there is a warning message: "If slowness is observed during Login Page loading, please refresh the page for better experience." and a security notice: "SBI never asks for confidential information such as PIN and OTP from customers. Any such call can be made only by a fraudster. Please do not share personal info." The main content area is divided into two sections: "PERSONAL BANKING" with a "LOGIN" button and "CORPORATE BANKING" with a "LOGIN" button. Below these sections, there are links for "New User Registration / How Do I / Customer Care / Lock & Unlock User" for personal banking, and "New Corporate Registration / How Do I / Customer Care" for corporate banking. A "More Useful Links" section is also present. At the bottom, there is a promotional banner for "YONO SBI presents SUPER SAVING DAYS" with various offers from partners like cleartrip, OYO, and GYFTR, valid from 7th to 10th October 2022.

After clicking on the SB Collect the applicant will be directed to the next page where he/ She will have to click on the check box and proceed as shown below.




State Bank Collect

Products & Services
Know More
हिंदी

**STATE BANK COLLECT**  
A MULTI-MODAL PAYMENT PORTAL

DISCLAIMER CLAUSE

Terms Used

- > **Corporate Customer:** Firm/Company/Institution (F/C/I) collecting payment from their beneficiaries.
- > **User:** The beneficiary making a payment to F/C/I for the services/goods availed.
- > Bank shall not be responsible, in any way, for the quality or merchantability of any product/merchandise or any of the services related thereto, whatsoever, offered to the User by the Corporate Customer. Any disputes regarding the same or delivery of the Service or otherwise will be settled between Corporate Customer and the User and Bank shall not be a party to any such dispute. Any request for refund by the User on any grounds whatsoever should be taken up directly with the Corporate Customer and the Bank will not be concerned with such a request.
- > Bank takes no responsibility in respect of the services provided and User shall not be entitled to make any claim against the Bank for deficiency in the services provided by the Corporate Customer.
- > The User shall not publish, display, upload or transmit any information prohibited under Rule 3(2) of the Information Technology (Intermediaries guidelines) Rules, 2011.
- > In case of non-compliance of the terms and conditions of usage by the User, the Bank has the right to immediately terminate the access or usage rights of the User to the computer resource of the Bank and remove the non-compliant information.


☐ I have read and accepted the terms and conditions stated above.  
(Click Check Box to proceed for payment.)

Proceed

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On the next page applicant will find two drop boxes, where one has to select “ALL INDIA” in “State of Corporate/ Institution” category and select “PSU- PUBLIC SECTOR UNDERTAKING” as “type of Corporate/ Institution”

And click on “Go” to go to the next page.


State Bank Collect

State Bank Collect
State Bank Mops

State Bank Collect / State Bank Collect
Exit

State Bank Collect
21-Nov-2022 [03:47 PM IST]

Select State and Type of Corporate / Institution

State of Corporate / Institution \*

All India

Type of Corporate / Institution \*

PSU - PUBLIC SECTOR UNDERTAKING

Go

- Mandatory fields are marked with an asterisk (\*)
- State Bank Collect is a unique service for paying online to educational institutions, temples, charities and/or any other corporates/institutions who maintain their accounts with the Bank.

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Then applicant will have to select the name of Organization/ Institution from the drop down and submit:

The screenshot shows the SBI State Bank Collect application form. At the top, there is a header with the SBI logo and 'State Bank Collect'. Below this, a navigation bar shows 'State Bank Collect' and 'State Bank Mops'. A breadcrumb trail indicates 'State Bank Collect / State Bank Collect' with an 'Exit' link. The main heading is 'State Bank Collect' with a timestamp '21-Nov-2022 [03:50 PM IST]'. The form content includes a section 'Select from PSU - PUBLIC SECTOR UNDERTAKING' followed by a label 'PSU - PUBLIC SECTOR UNDERTAKING Name' and a dropdown menu with the text '-- Select PSU - PUBLIC SECTOR UNDER'. Below the dropdown are 'Submit' and 'Back' buttons. A red message box states 'Mandatory fields are marked with an asterisk (\*)'. The footer contains '© State Bank of India', 'Privacy Statement', 'Disclosure', and 'Terms of Use'. A blue arrow points to the dropdown menu.

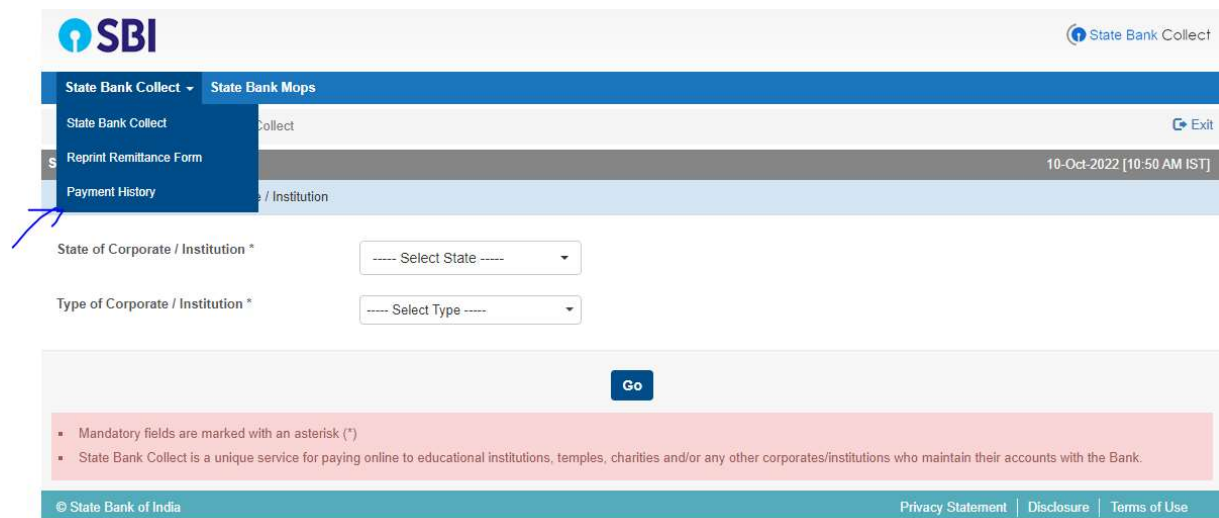
Then E-payment page (designed as per your requirement) will be opened for applicants to fill required details viz. Application no. generated after submission of application by the applicants. Your team needs to upload application submitted through corporate netbanking on daily basis so that the same could be made available for applicants next day to make payments.

Then the applicant will be directed to the payment page where he/ She has to submit the personal details necessary for making payment and click on submit button. After that he/ She will be directed to the multiple payment modes, where one can choose anyone from them to submit the registration fee.

The screenshot displays the 'STATE BANK COLLECT MULTI OPTION PAYMENT SYSTEM' page. It is divided into three main sections: 'Net Banking', 'Card Payments', and 'Other Payments Modes'. Under 'Net Banking', there are options for 'State Bank of India' (Bank Charges: Rs 11.8) and 'Other Banks Internet Banking' (Bank Charges: Rs 17.7), both with 'CLICK HERE' buttons. The 'Card Payments' section includes a warning: 'This payment mode is not available between 23:30 hours IST and 00:30 hours IST'. It lists 'RuPay Debit Card' (Bank Charges: Rs 0.0), 'Credit Cards' (Bank Charges: Rs 12.98), and 'Prepaid Card (Incl RuPay PPC)' (Bank Charges: --). 'RuPay Debit Card' and 'Credit Cards' have 'CLICK HERE' buttons, while 'Prepaid Card' is marked 'NOT ENABLED'. 'Foreign Card' is also marked 'NOT ENABLED'. The 'Other Payments Modes' section includes a warning: 'UPI is not available between 22:30 hours IST and 23:30 hours IST'. It lists 'UPI' (Bank Charges: Rs 0.0), 'NEFT/RTGS' (Bank Charges: --), and 'SBI Branch' (Bank Charges: Rs 59.0). 'UPI' has a 'CLICK HERE' button, while 'NEFT/RTGS' is marked 'NOT ENABLED' and 'SBI Branch' has a 'CLICK HERE' button.

After submitting the fee a payment receipt will be generated for confirmation of the payment. Applicant can download it and keep it with him/ her for future reference.

If the applicant has lost the payment receipt he/ she can download it again, for downloading the payment receipt and to check the payment status applicant has to click on “State Bank Collect”. dropdown as shown in below screen and select “Payment history”.



The screenshot displays the SBI State Bank Collect interface. At the top, the SBI logo is on the left, and 'State Bank Collect' is on the right. Below the header, there are two main tabs: 'State Bank Collect' and 'State Bank Mops'. Under the 'State Bank Collect' tab, a dropdown menu is open, showing options: 'State Bank Collect', 'Reprint Remittance Form', and 'Payment History'. A blue arrow points to the 'Payment History' option. To the right of the dropdown, there is an 'Exit' button. Below the dropdown, there are two input fields: 'State of Corporate / Institution \*' with a dropdown menu showing '----- Select State -----', and 'Type of Corporate / Institution \*' with a dropdown menu showing '----- Select Type -----'. A 'Go' button is located below these fields. At the bottom, there is a pink box containing two bullet points: 'Mandatory fields are marked with an asterisk (\*)' and 'State Bank Collect is a unique service for paying online to educational institutions, temples, charities and/or any other corporates/institutions who maintain their accounts with the Bank.' The footer of the page shows '© State Bank of India' on the left and 'Privacy Statement | Disclosure | Terms of Use' on the right.

Then the applicant can download the payment receipt by two ways, 1. by submitting his/ her Date of Birth and Mobile Number or 2. By submitting his/ her DU reference number (which is generated when applicant submit his personal detail at the time of making payment) and Date of Birth or Mobile Number.



State Bank Collect ▾ State Bank Mops

State Bank Collect / Payment History

State Bank Collect

☐ Select a date range to view details of previous payments

Date of Birth \*



(Date provided at the time of making payment)

Mobile Number(Enter 10 - digit) \*

(Mobile Number provided at the time of making payment)

Start Date \*



End Date \*



☐ Enter the INB Reference Number (Starting with 'DU') & DOB/Mobile Number to view a specific payment

DU Reference Number \*

(As appearing in your pass book/statement in the narration pertaining to the transaction)

Date of Birth \*



(Date provided at the time of making payment)

OR

Mobile Number(Enter 10 - digit) \*

(Mobile Number provided at the time of making payment)

Enter the text as shown in the image \*

Select one of the Captcha options \*

☒ Image Captcha

☐ Audio Captcha



Go