

NOTICE INVITING EXPRESSION OF INTEREST (E.O.I) FOR PROVIDING GENERAL PHYSICIAN (DOCTOR) SERVICES AT NIFT SHILLONG CAMPUS ON RETENSIONSHIP BASIS

Date:11.07.2025

Introduction

National Institute of Fashion Technology (NIFT), Shillong invites Expression of Interests (EOI) from the medical practitioners as Part Time Visiting Consultant Doctor (General Physician), on hourly paid and temporary retainer-ship basis, for NIFT Shillong Campus for providing consultation services in the campus to the Students, Faculty & Staff of NIFT Shillong.

2. Essential Qualification & Criteria:-

- MBBS Degree from a recognized university situated in India or equivalent qualification, recognized by the MCI registered with the Meghalaya Council of Medical Registration.
- Desirable Experience -Preference will be given to those who are enrolled in other PSU's/working in autonomous bodies/Educational Institutes for similar assignment.
- Retired doctors may also apply.

3. Other terms and Conditions:

The empanelled doctor shall be required to visit NIFT, Shillong Campus three days and one day in Nongthymmai Hostel in a week of maximum 02 hours per day as and when required for specific assignments. The Scope of work and roles and responsibilities will be as follows:

- Will act as Authorized Medical Attendant of NIFT Shillong Campus and give prescription to all seeking medical advice.
- Will attend cases of employees on commuted leave and medical/certificate thereof.
- Will examine and verify the medical bills submitted by the officials for OPD / IPD reimbursement.
- Reviewing medical status of students and employees of Shillong Campus.

4. Appointment & Tenure: - The engagement shall be purely on temporary basis for a period of one year. Further extension shall be reviewed at the end of the year on satisfactory performance only.

Retainership amount- Rs. 20,000 per month.

5. Schedule of Selection Process:

- a. Date of uploading EOI on NIFT Shillong website:**11.07.2025**
- b. Last date of receipt of filled in application:**25.07.2025**
- c. Names of shortlisted candidates shall be displayed on NIFT, Shillong website after for screening. Candidates are advised to keep in touch with NIFT Shillong website.

6. How to apply:

Eligible and interested candidates may apply as per the prescribed application format, at Annexure-1. All relevant documents should be attached with the application. Incomplete application forms shall be summarily rejected.

The E.O.I should be submitted in sealed envelopes and clearly superscribed as “**EXPRESSION OF INTEREST(E.O.I) FOR CONSULTANT DOCTOR ON RETENTIONSHP BASIS** and should reach to the office of The Director, NIFT,

Shillong Campus, **Umsawli, Mawpat, Pin Code: 793012**, Shillong, Meghalaya. on or before **25.07.2025 by 5 PM.**

Note:

Director NIFT, Shillong will have the sole authority to accept or reject any application, if he is satisfied with the cause to do so, without assigning any reason thereof.

ANNEXURE“A”*(To be filled by the concerned doctor)***VERIFICATION FORM FOR APPOINTMENT OF AUTHORIZED MEDICAL
ATTENDANT FOR NIFT,SHILLONG CAMPUS**

1.	Name in full(block letters) (the name should be same as in his qualification degree.		Recent Photograph
2.	Father/Husband's Name		
3.	Date of Birth		
4.	Nationality		
5.	Medical Qualification i.e. MBBS/MD (Photocopy of the certificate/ mark-sheets should be annexed).		
6.	MCI registration number and place of registration (Photocopy of the certificate/ mark sheets should be annexed).		
7.	Details/ copies of empanelment with other Govt agencies if any.		
8.	Name of Medical College and the University from Where medical degree(Bachelor) obtained		
9.	Name of Medical College and the University from where medical degree(Master ,if any) obtained		
10.	Specialization		

11.	Full Address of Clinic /Medical Centre and date of establishment.	
12.	Present Residential Address in full (including the name of Thana)	
13.	Permanent Residential Address in full (including the Name of Thana)	
14.	Work experience, if any in Government Hospital	
15.	Work experience, total(in brief)	
16.	Have you ever been arrested, prosecuted or fined by a Court of Law? If yes, give full details	

I certify that the above information is correct and complete to the best of my knowledge and belief.

Signature of the applicant(With Stamp)