



Appointment of Part-Time Bank's Medical Consultant (on contract basis) with fixed hourly remuneration

Reserve Bank of India, Ranchi invites [application](#) for the appointment of Bank Medical Consultant on contract basis with fixed hourly remuneration from the applicants possessing MBBS degree in allopathic system of medicine from any university recognized by Medical Council of India. The last date of submission of application is February 17, 2023 before 17:00 hrs. The [detailed terms & conditions](#) are available under [Opportunities@RBI](#) section of Reserve Bank of India's website i.e. www.rbi.org.in. Any amendments / corrigendum to the tender, if any, issued in future will only be notified on the RBI Website.

GM (O-i-C)
Reserve Bank of India
Ranchi

In case of any dispute arising due to tender document, the English version of the same will be valid. The area of jurisdiction in case of any dispute related to contract will be Ranchi.

Appointment of Part-Time Bank's Medical Consultant (on contract basis) with fixed hourly remuneration

[Applications](#) are invited from eligible candidates to fill up one (01) post belonging to Unreserved Categories of Part-Time Bank's Medical Consultant (on contract basis) with fixed hourly remuneration (₹1000/- per hour) for RBI, Ranchi at Kutchery Chowk, 4th Floor, RRDA Building, Ranchi – 834001 or our proposed location at Zilla Parishad Building, Kutchery Chowk, Ranchi, so as to reach the General Manager (Officer-in-Charge), Reserve Bank of India, Kutchery Chowk, 4th Floor, RRDA Building, Ranchi – 834001 not later than February 17, 2023 by 17:00 hrs.

1. Applicant should possess MBBS (or higher) degree of any recognised university in the allopathic system of medicine.
2. The applicant should possess at least 02 years' experience in any hospital or as Medical Practitioner. His/her dispensary/residence should be within a distance of 3-5 km from the Bank.
3. Contract (Terms of engagement) shall be for a period of three years only which shall expire on March 31, 2026. There shall not be any renewal of engagement on completion of the contract. However, fresh contract can be done after re-tendering.
4. The remuneration (inclusive of all taxes) of the Bank's Medical Consultant (on contract basis) shall be fixed with reference to the actual duty hours as given below for the entire period of contract.

Sr. No.	Dispensary at	Working hours	Remuneration
1.	Reserve Bank of India, 4th Floor RRDA Building Kutchery Road Ranchi- 834001 and/or our proposed location at Zila Parishad Building, Kutchery Chowk, Ranchi	14:30 hrs to 15:30 hrs (Monday to Friday exclusive of Bank holidays)	₹1000/- per hour Out of total monthly remuneration paid, a sum of ₹1000/- may be deemed to be conveyance expenses.
2.	At Private Dispensary of Bank's Medical Consultant	12:30 hrs to 13:30 hrs (Saturday, Sundays & Holidays)	Reimbursement of

		Total duty hours: Maximum 7 hours per week	Mobile Charges of ₹1000/- (Per month) will also be provided in addition to monthly remuneration.
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5. The Bank reserves the right to review the rate of remuneration from time to time and alter the duty hours at its discretion in case of administrative and operative requirements.

6. Application should be submitted in the [attached format only](#). The application should be sent in a cover superscribed “**Application for the post of Bank’s Medical Consultant on contract basis with fixed hourly remuneration**”.

7. The Bank will be conducting an interview for the short-listed candidates. The Bank will not enter into any correspondence with the applicants who have not been called for interview.

8. Candidates selected for the post will be appointed subject to their being found medically fit and upon acceptance of Terms and Conditions of Contract as per [Annex - I](#) and Code of Conduct as per [Annex - II](#).

9. Documents in original, in support of educational qualifications and experience will have to be furnished for verification by the Candidates at the time of interview.

10. No other facilities/perks will be available to the Bank’s Medical Consultant engaged on contract basis on fixed remuneration.

Engagement of the services of Bank`s Medical Consultant (on contract basis) with fixed hourly remuneration – Terms and Conditions of Contract

1. To attend Reserve Bank of India, Kutchery Chowk, 4th floor, RRDA Building, Ranchi – 834001 or our proposed location at Zila Parishad Building, Kutchery Chowk, Ranchi with duty hours from 02:30 P.M. to 03:30 P.M. on weekdays (Monday to Friday excluding Bank`s Holiday) or for longer period or at changed schedule as may be considered necessary and at Private Dispensary from 12:30 P.M. to 01:30 P.M. on Saturdays, Sundays and Holidays.

2. To give advice free of charge, prescribe medicines and administer injections free of charge to the members of the staff including touring staff of the Bank, the members of their families including dependant parents and retired employee members/their spouses who are members of the Medical Assistance Fund Scheme, who present themselves during that time. Further, you will be available for consultation free of charge at your private clinic in urgent cases in respect of employees of the bank at any time.

3. To provide the facilities referred to in paragraph (2) above to the relatives of the employees who have been permitted to reside with them and facilitate recovery of charges from the employees for credit to the bank`s account at the rate prescribed by the bank from time to time.

4. To perform duties similar to those of a General Medical Practitioner irrespective of whatever post-graduate or other medical qualifications you may possess / acquire in future. It shall be your responsibility to ensure that the qualifications you hold or acquire in future do not restrict you in any manner from rendering the services required of a General Medical Practitioner and if as per any stipulations by the Indian Medical Association, the qualification you hold or acquire as the case may be comes into conflict with the Bank's requirements as indicated above, to work as a general practitioner, you will be required to ensure that no liability or responsibility on this account devolves on the Bank under any circumstances and shall indemnify and keep indemnified the Bank at all times against the same. Your liability will be that of an Independent Contractor and not that of an agent of the Bank.

5. The duties at RBI Ranchi will also include the following apart from the requirements mentioned above:

(i) Treatment of minor and major illness for which the employees and their dependents may call on you.

(ii) Treatment of emergency cases brought to the dispensary or in the departments or in the Bank's premises or outside the Bank's premises and reference to appropriate Hospitals

whenever called upon to attend even when such necessity arises outside normal working hours.

(iii) Administration of all types of injections - The responsibility for administering all types of injections rests with you for any untoward reaction.

(iv) The important dressings and minor surgeries are to be handled only by you.

6. To visit any member of the Bank's Staff at their residence whenever required to do so by the Bank and submit a report on their health. For such visits you will be paid visit fees as per the schedule of rates fixed by the Bank.

7. To issue certificate in support of leave on medical grounds whenever necessary and countersign the certificates produced by the employees from other qualified medical practitioners, if you are satisfied about the genuineness of the case.

8. To attend to officers and members of their family at their residence when required by them and will be entitled to charge them a visit fee or consultation fee, as fixed by the Bank having regard to the local conditions. The visit fee / consultation fee, so fixed, will be inclusive of charges for administration of injection, etc. No other charges should be levied by you for such visits.

9. If and when required to do so, you will certify in such form as may be prescribed by the Bank from time to time as to the state of health and / or fitness for service of any employee or any prospective employee who may be selected for appointment at any office of the Bank.

10. To issue order forms (prescribed) to the approved chemists of the Bank for supply of special / Costly drugs or Injection required for curative purpose to the Bank's staff and forward copies thereof to the Bank for payment of the relative bills.

11. To use your good office for securing hospital facilities in case the employees of the Bank or their families (for indoor Hospitalization under Direct Settlement Facility) require such facilities in the hospital.

12. To inspect the office premises once a month and report whether they are kept in a sanitary and hygienic condition.

13. To do prophylactic inoculations for typhoid and other vaccination as prescribed by IMA or IAP from time to time.

14. To submit an annual report as on the 31st of March in the prescribed form on the general health of the staff

To examine the reports of AHC once in a calendar year and suggest appropriate follow up, if required.

15. To give professional opinions including reasonableness of the cost of treatment pertaining to the various items of medical claims as and when the same are referred to you.

16. To attend to any other work assigned by the Bank from time to time relating to administration of Bank's Medical Facilities Scheme and Medical Assistance Fund scheme including dispensary facility as are generally performed / required to be performed by a General Medical Practitioner.

17. The remuneration is fixed @ ₹1000/- per hour (or any amount as mentioned in our relevant circulars) for the three years of contract payable on monthly basis. Further, no superannuation benefits viz. Pension, Provident Fund or Gratuity will be payable. There will be no entitlement for leave. No other perquisites/ facilities also would be made available.

18. To make substitute arrangements acceptable to the Bank at your own risk and cost in case of absence from duty. Such substitute arrangement shall generally not exceed 5 days at a time.

19. To adhere to the code of conduct as given in the [Annex II](#) to this terms and conditions.

20. You will be under the administrative control of Regional director / Officer – in - Charge, Reserve Bank of India, Ranchi.

21. Your contract will be valid for a period of three years subject to your accepting the above terms and conditions and observing the code of conduct of the Bank as given in [Annex II](#).

22. The engagement under the contract is temporary. No claim shall lie for regular employment on that basis at any stage or for pay and perks payable to regular employees.

23. The contract can be terminated during the period of contract, on three months' notice on either side or three months remuneration, in lieu thereof.

Code of Conduct for Medical Consultants whose services are engaged on contract on hourly basis with fixed remuneration

1. Medical Consultant shall observe, comply with and obey all orders and directions which may, from time to time be given to him by any person or persons under whose jurisdiction, superintendence of control he may for the time being be placed.
2. Medical Consultant shall maintain the strictest secrecy regarding the Bank's affair and the affairs of its constituent and shall not divulge, directly or indirectly, any information of a confidential nature either to a member of the public or to the Bank's Staff, unless compelled to do so by judicial or other authority, or unless instructed to do so by a superior officer in the discharge of his duties.
3. Medical Consultant shall serve the Bank honestly and faithfully and shall use his utmost endeavour to promote the interests of the Bank and shall show courtesy and attention in all transactions.
4. Medical Consultant shall take an active part in politics or in any political demonstration, or stand for election as member for a Municipal Council, District Board or any Legislative Body.
5. Medical Consultant shall not become or continue to be a member or office-bearer of, or be otherwise directly or indirectly associated with, any trade union or a federation of such trade union or resort to, or in any way abet, any form of strike or participate in any violent, unseemly or indecent demonstration in connection with any matter pertaining to his / her terms and conditions of contract.
6. No Medical Consultant may contribute to the press anything relating to the affairs of the Reserve Bank of India without the prior sanction in writing from the Bank or publish any document, paper or information which may come into his possession in his capacity as Medical Consultant of the Bank.
7. Medical Consultant shall not solicit or accept any gift from any employee.
8. Medical Consultant shall not absent from his duties without the permission from the Bank and make alternate arrangement acceptable to the Bank during his absence. Such alternate arrangement shall generally not exceed five days at a time.
9. Medical Consultant shall not outsource his service to the Bank.
10. Medical Consultant will:
 - (a) Strictly abide by any law relating to intoxicating drinks or drugs in force in any area in which he may, for the time being, happen to be;

- (b) Not be under the influence of any intoxicating drinks or drug while on duty and shall also take care that performance of his duties at any time is not affected in any way by the influence of such drink or drug;
- (c) Refrain from consuming, in a public place, any intoxicating drink or drug;
- (d) Not appear in a public place in a state of intoxication;
- (e) Not use any intoxicating drink or drug to excess.

Explanation: The term “public place” would include clubs even exclusively meant for members where it is permissible for the members to invite non-members as guests, bars and restaurants, public conveyances and all other places to which the public have or are permitted to have access, whether on payment or otherwise”.

11. No Medical Consultant shall indulge in any act of sexual harassment of any women employee at work place.

Explanation: For this purpose, “Sexual Harassment” shall include such unwelcome sexually determined behaviour, whether directly or by implication as:

- a) Physical contact and advances,
- b) Demand or request for sexual favours,
- c) Sexually coloured remarks,
- d) Showing pornography,
- e) Any other unwelcome physical, verbal or non-verbal conduct of a sexual nature besides, all such definition / interpretation as applicable in the statute / laws.

The above offences are indicative and not exhaustive.

12. The contract is liable to be terminated if a Medical Consultant is arrested for debt or on a criminal charge or is detained in pursuance of any process of law.

13. Medical Consultant shall not give, solicit or receive nor shall offer to give solicit or receive, any gift, gratuity, commission or bonus in consideration of or return for the referring, recommending or procuring of any patient for medical, surgical or other treatment. You shall not directly or indirectly, participate in or be a party to act of division, transference, assignment, subordination, rebating, splitting or refunding of any fee for medical, surgical or other treatment.

14. The provision at 13 above shall apply with equal force to the referring, recommending or procuring by him or any person, specimen or material for diagnostic purposes or other study work.

15. The Contract is liable to be terminated in case a Medical Consultant commits a breach of the code of conduct of the Bank mentioned above or the terms and conditions of the contract accepted by him/her, displays negligence, inefficiency or indolence, or knowingly does anything detrimental to the interests of the Bank or in conflict with its instructions or is guilty of any other act of misconduct.



APPLICATION FORM

**Application for Engagement of Medical Consultant
On contract basis with fixed hourly remuneration at RBI, RANCHI**

Fix recent
passport size
photograph and
sign across

1. Name in full: Shri/Smt./Kum:

(to be given in block letters, Surname to be stated first)

2. Father's/Husband's Name: _____

3. (a) Address

Residence	Dispensary

(b) Phone No. : _____

Mobile No. : _____

E-mail ID : _____

(c) Approximate distance from the Dispensary located at:

Address	Distance from Residence (in Kms.)	Distance from Dispensary (in Kms.)
Reserve Bank of India, Kutchery Chowk, 4 th Floor, RRDA Building, Ranchi – 834001		

4. Date of Birth :

D	D	M	M	Y	Y	Y	Y

Age as on 01 January 2023:

years

months

days

5. Place of birth and domicile :

6. Nationality :

7. SC/ST/OBC/EWS/UR (General)

Whether belongs to SC/ST/OBC/EWS/UR (General) :

8. Educational Qualifications :

Indicate degree/diploma obtained, in the order of highest to least)

Degree / Diploma	University / Board	Year of passing	Class / Rank

9. Particulars of any other :

Courses in medicine completed by the applicant

10. Details of experience

Experience after graduation only should be stated:

Experience	From	To	Period	
			Years/s	Month/s
In Hospital (as a Physician)				
As General Practitioner				

11. Any other factors which the :
Applicant would like to bring
Into account for considering
his/her Application

I hereby declare that the information and particulars given by me in this form are true and correct. I also note that if any of the above statements are incorrect or false or if any material information or particulars have been suppressed or omitted therefrom, my engagement is liable to be terminated without notice or compensation in lieu thereof.

Place :

Date : (Signature of the applicant)

INSTRUCTIONS

1. All the details in the Application Form are to be filled up completely by the applicant, as incomplete forms are liable to be rejected.
2. Attested copies of relevant certificates regarding age, educational qualifications, caste, experience etc. should be attached with the Application Form.
3. If the candidate is working as a Medical Officer for any institution, the details thereof and working hours therein should be indicated.