NEW MANGALORE PORT AUTHORITY
MARINE DEPARTMENT

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PANAMBUR,
MANGALORE – 575 010.
KARNATAKA

No. NMPA/ME/SM/CONT/2026/18 **Date: 27-10-2026**

Appointment on Contract Basis

Applications are invited from eligible candidates possessing the requisite qualifications and experience for engagement as Senior Manager (Tender cell) on contract basis in this Port.

Name of the Post	Number of Vacancy
Senior Manager (Tender cell)	**01**

Application should be submitted in the enclosed prescribed format along with copies of self-attested documents (Qualification & Experience) to the Deputy Conservator, New Mangalore Port Authority, Panambur, Mangalore – 575 010.

The last date for receipt of applications is on or before **20-11-2026**.

For more details log on to port website: www.newmangaloreport.gov.in under vacancy section.

Note:

The Management reserves the right to:

1. Make changes in the number of vacancies.
2. Make any additions/deletions of any clause in the Terms and Conditions for the post mentioned above.
3. Extend / change the last date for submission of applications for the said post.
4. To cancel the advertisement and / or modify the conditions as may be warranted at any stage during the process of selection without assigning any reason. Any such changes will be notified in the Port's website only.

Sd/-
Deputy Conservator
New Mangalore Port Authority

TERMS AND CONDITIONS FOR THE POST OF SENIOR MANAGER (TENDER CELL) ON CONTRACT BASIS

1. **QUALIFICATION AND EXPERIENCE:**

   Essential:

   a) Degree in any Engineering from a recognized University.
   b) Minimum **5 years** experience in tendering process.

   Desirable:

   a) Familiar in preparing tender estimates, Notice Inviting Tender, tender document, bids evaluation including preparing technical bid & price bid comparative statements & minutes of tender committee meeting, preparation of note files for approval of the Competent Authority and work order creation etc.
   b) Hands-on experience in using procurement tools for tendering process through e-governance applications of Govt. of India like CPP and GeM portals.
   c) Candidates having work experience in Port sector.

2. The maximum age limit for the position is **40 years**.
3. The candidates meeting the requisite qualification and relevant experience will be called for interview.
4. The crucial date for determining eligibility criteria, educational qualification, experience, age etc. shall be as on first day for the month in which applications were invited. Only eligible applicants who fulfil the above criteria prescribed for respective position will be shortlisted.
5. Eligible candidates will be called for interview through e-mail only. The date, time and venue of interview will be informed accordingly.
6. NMPA reserves the right to fix the minimum standard / qualifying marks for selection of position.
7. Any updates, corrigendum etc. of this advertisements and changes in the recruitment process will be hosted in the Port's website only. Hence, candidates are requested to keep in regular watch to this Port's website and no separate communication will be made to the individual applicant.
8. Canvassing in any form will disqualify the candidates and no correspondence shall be entertained.
9. The application with self-attested copy of Qualification, Experience Certificate & age proof etc. must reach the address mentioned above on or before **20-11-2026**.
10. All future correspondences would be through E-mail ID furnished by the applicant in the application or by post as may be decided by management.
11. Documents required at the time of interview:
    a. 2 recent passport size photos
    b. Proof of identify and age (PAN/ Aadhar Card)
    c. Education Qualification (All year / Semester Mark sheets & Certificates from 10^{th} Standard onwards)
    d. Experience Certificates / Appointment Letter /Salary Slip
    e. The original documents should be submitted at the time of interview for verification.

12. The candidates shall have good health condition.
13. **Working Timings**: The duration of working hours will be as per office hours with weekly off on Saturday & Sunday. In exigencies, he/she may require to work beyond officer hours/holidays for which no extra remuneration will be paid.
14. **Monthly Remuneration**:
    a) The consolidated pay for Senior Manager (Tender cell) on contract basis is **₹75,000/-**.
    b) An increment of **5%** on consolidated monthly of remuneration would be considered for every completed year of service, subject to satisfactory performance.
15. **Leave entitlement**: The selected candidate will be permitted to avail 15 days of Casual Leave in a calendar year with the prior permission of the competent authority. No provision exists for the encashment of the non-availed portion of the Casual Leave or for carrying forward the said leave to the next calendar year. In case of absence in excess of 15 days, payment will be subject to proportionate reduction of salary.
16. **Medical facility**: Entitled to avail free medical facility at Srinivas Port Hospital, Panambur, Mangalore for self with dependent spouse and children to the extent of the In-house facilities available in the hospital.
17. **Tenure of the Engagement**: The tenure of the engagement shall be for a period of **03 years** from the date of joining the duty/service, extendable by 02 years on mutual consent.
18. **Execution of Bond**: The selected candidate shall execute a security bond, before joining to the post, on non-judicial stamp paper of ₹200/-, as per the text in the enclosed format. An amount of ₹7,000/- (Rupees Seven thousand only) per month will be retained from your salary, subject to a maximum of ₹70,000/- (Rupees Seventy thousand only) and will be refunded after completion of the contract period without any interest.
19. **TA/DA for Tour Travel**: For joining the post, no Travelling Allowance will be paid. However, the TA/DA will be paid for official tour during the contract period, as applicable to the regular officers of the equal rank in the port with the same basic pay. No office vehicle will be provided for attending duty at headquarters. Hence, you should make your own arrangement of transportation for attending duty headquarters at Panambur, Mangalore.
20. **Accommodation**: Port accommodation will be provided subject to availability at rent as per NMPA policy, which will be deducted from the consolidated pay. In addition, allied charges such as water charges & Electricity charges shall have to be borne by occupant.
21. **Termination of Contract**: NMPA reserves the right to terminate your contract appointment at any point of time by giving one month's notice without any liability. In the event of misconduct, the contract appointment can be terminated by the port without any notice and without assigning any reason. In case the selected candidate wish to leave the contract appointment at NMPA, he/she shall be required to give one month advance notice in writing.

22. **Claim for permanent absorption**: Your engagement is purely on contract basis and shall not confer you any right to lay claim for permanent absorption in the port service, against any post whatsoever.
23. **Settlement of Disputes**: In the event of any dispute arising out during the contract period, the interpretation and decision of the Chairperson, New Mangalore Port Authority will be final and binding. Further, the court of jurisdiction for any dispute will be at Mangalore only.
24. **Other engagement**: The selected candidate shall not engage or enter yourself either directly or indirectly in any place, business or take up any employment in any other organization, while you are in service at NMPA.
25. **Integrity and devotion**: The selected candidate shall serve faithfully, obey orders of superiors and perform the job/duties assigned to you diligently. You shall also maintain absolute integrity and devotion to duty. Misconduct or causing loss to port property if any during the period of your contract engagement will attract penal action. You shall be responsible for the charge entrusted to you and the care of items /property entrusted to you by the port.
26. **Reporting /Controlling Officer**: You shall work under administrative control of the Deputy Conservator, New Mangalore Port Authority or any other officer, as required/informed from time to time and to attend any other work allotted/directed by the Controlling Officer from time to time.
27. **Furnishing information**: Furnishing false information or concealment or evasion of any factual information would be ground for disqualification. Declaration if any given or information furnished by you proves to be false or there has been suppression of any material information which comes to the notice of NMPA, at any point of time during your term, your service is liable to be terminated forthwith without any notice.

Sd/-
Deputy Conservator
New Mangalore Port Authority

PROFORAMA OF THE BOND TO BE EXECUTED ON NON-JUDICIAL STAMP PAPER OF ₹200/-

I, ……. ……undertake to abide by the following:

1. The contract appointment to the post of Senior Manager (Tender Cell) is temporary for a period of 03 years from the date of joining and on a consolidated payment of ₹75,000/- per month.
2. The above engagement is purely temporary and subject to termination at any time without assigning any reasons thereof.
3. I will be entitled to 15 days Casual Leave in a calendar year and no other kind of leave during the period of contract appointment is admissible.
4. I will not leave the headquarters without prior permission of Competent Authority.
5. I will exhibit absolute integrity and devotion to duty & will be liable for penal action for misconduct or causing loss to port property attributable to me during the period of the contract engagement.
6. I shall not claim for regularization of absorption in Port Authority service.
7. I shall give 03(three) months advance notice to leave the contract engagement.
8. I am submitting the above bond to abide by the terms and conditions set forth in the office order no: dated:

Signature of the Candidate

In the presence of witnesses:

1.

2.

FORMAT OF APPLICATION

Affix your recent passport size photograph here

01	Name of the Post applied for					
02	Name & Date of Notification					
03	Name of the Candidate					
04	Name of Father/Husband					
05	Date of birth/age (Attested copy of proof shall be enclosed)					
06	Sex		Male/Female			
07	Nationality					
08	Qualification (Copies of certificates shall be enclosed)					
09	Experience in chronological order, with designation, pay scale & break-up as below (Copies of proof shall be enclosed)					
Sl. No	Name of the organization	Post held	Scale of pay	From	To	Nature of duties Performed

10	Permanent Address					
11	Address for communication (E-mail and Mobile number should be given)					
12	Whether employed, if so name of the organization					

Declaration

I, Shri/Kum/Smt ……. (name) hereby declare that the information furnished above are true and correct. if any information furnished above is found incorrect/false, I myself render liable for disqualification for the post applied for, apart from the necessary legal actions as may be deemed fit.

Place:

Date: Signature of the Applicant.