

Haryana Real Estate Regulatory Authority
New PWD Rest House, Civil Lines, Gurugram
Website: www.haryanarera.gov.in

Short Term Notice

Advertisement for 'Engagement of professionals in HARERA, Gurugram'

Haryana Real Estate Regulatory Authority (HARERA) invites online applications, from eligible applicants, for Engagement of professionals from multidimensional fields in HARERA for facilitating the Authority in its various functions relating to compliance of the provisions of the Real Estate (Regulation and Development) Act, 2016, Haryana Real Estate (Regulation and Development) Rules, 2017 and regulations made thereunder.

The relevant details regarding the nature and scope of work, the eligibility condition, the terms and conditions of engagement and the method of selection can be seen on the website of the Authority (www.haryanarera.gov.in). The applicants are advised to see the same before applying.

The last date for submission of the application is 2nd March 2024

Secretary
HARERA, Gurugram

Terms of reference ‘Engagement of professionals in HARERA, Gurugram’

To achieve the mandate as given in the Real Estate (Regulation and Development) Act, 2016. (hereinafter "the RERA Act") and the Haryana Real Estate (Regulation and Development) Rules, 2016 (hereinafter "the HRERA Rules"), the Authority seeks to engage professionals (Chartered Accountants, Engineers, Architects, Town Planners) on contract basis to facilitate authority in discharge of its various functions, compliance of provisions pertaining to analyse auditing requirements of compliances envisaged in the Act, the Rules and Haryana Real Estate Regulatory Authority (General) Regulations, 2019 and the directions and orders issued by the Authority from time to time in compliance to various provisions of the RERA Act and the HRERA Rules.

Scope of work

FOR CHARTERED ACCOUNTANTS

The Chartered Accountants will perform the task/ activities assigned hereunder. The Chartered Accountants will also also perform any other work/ task assigned by the Hon'ble Chairman of the Authority.

Tasks/activities to be performed by the Chartered Accountants

- The Chartered Accountants shall work under the supervision of Hon'ble Chairman and Hon'ble Members of the authority and shall coordinate with the accounts cell, planning cell and other cells of the authority. The Chartered Accountants shall report to the Authority.
- The services to be rendered by the Chartered Accountants shall include, but not limited to, the following-
 1. Undertake and do analysis of QPR and annual audit reports submitted by the promoters of real estate projects registered with HRERA on regular basis.
 - Identification of projects whose separate accounts must be verified.
 - Collection and verification of accuracy of necessary data / documents from promoters, banks and any other organization, as required, to verify compliance with RERA Act, the Rule and Regulations and the Haryana Real Estate Regulatory Authority, Gurugram Bank Accounts for the Registered Projects Directions, 2019 notified in the Haryana Government Gazette vide No. 1/RERA GGM Directions 2019 dated 10th May 2019
 - Keep a track of the follow-up actions recommended by the Authority.
 2. Undertaking a review of submission of QPRs and its related annexures by the promoters for their registered projects
 - Examine the certificates submitted by promoters and identify any deviations/irregularities.
 - Cross-verify with the project account details and identify if the withdrawals are adhering to the provisions of the Act.

- Report finding of the audit to the Authority and keep a track of follow-up actions recommended.
- 3. Undertaking financial audit of a project as and when required by the Authority.
- 4. Every project is required to have a dedicated bank account in which 70% of the amount realized from the buyers is to be deposited and which will be used exclusively for the construction of the project. Every withdrawal of money from this dedicated account is required to be certified by the Architect, Engineer, and Chartered Accountant. The engaged professionals check the authenticity of these documents.

FOR ENGINEERS, ARCHITECTS AND TOWN PLANNERS

1. Scrutiny of certificates of engineers and architects submitted by real estate promoters.
2. To undertake investigation and inspection in the cases as ordered by the authority under section 35 of the Real Estate (Regulation and Development) Act, 2016.
3. Visit sites of the real estate projects and submit reports thereof with the authority w.r.t physical status at site of the construction and development work.
4. Give professional assistance to the Officers/Official of the authority as and when required.

THE ELIGIBILITY CONDITIONS

The applicants meeting the following eligibility conditions will only be eligible to apply:

1. The applicant should be a practicing Chartered Accountant/ Engineer/Architect/Town Planner with strong analytical and reporting skills with proficiency in communications.
2. The applicant should have at least 5 years of experience of working as a Chartered Accountant /Engineer/Architect/Town Planner.
3. The applicant should have experience of accounting/ audits of projects/ organizations. Experience of working on accounts of government authorities and construction/real estate industry will be preferred.
4. The applicant must be proficient in use of computer utilities for the purpose of analysis and crunching of data.
5. The applicant should not be facing any vigilance or criminal case/enquiry and should not have been punished at any stage of his/ her career. A declaration to this effect shall have to be submitted with the application.

TERMS AND CONDITIONS OF ENGAGEMENT

1. The overall period of the engagement of the Chartered Accountants/Engineers/Architects/Town Planners shall be three (03) years from the date of signing the contract, with the provision of extension for maximum two years, but not more than one year at a time, based on mutual consent of both the parties.
2. The selected applicant will sign a contract with the Authority
3. The selected applicant will be paid an amount of Rs. 50,000 to Rs. 60,000/- per month depending upon the experience and calibre with a provision of annual increment.
4. The Chartered Accountants Engineers/Architects/Town Planners will be provided adequate space respectively in its offices at GURUGRAM along with computer, printer, internet connection and intercom etc. As per requirement of the work, access to the web portal (and the data therein) of HARERA will be permissible.
5. The Authority can terminate the contract anytime, without assigning any reason. The selected candidate can similarly terminate the contract by giving one-month prior notice to the

Authority or by depositing an amount equivalent of one month's remuneration with the Authority.

METHOD OF SELECTION

The selection will be based on interview from amongst the eligible applicants.

THE PROCESS OF SELECTION

The willing and the eligible applicants can apply for the engagement online, on the website of the Authority (www.haryanarera.gov.in), within the stipulated time.