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26589873, 26589414
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भारतीय आयुर्विज्ञान अनुसंधान परिषद
INDIAN COUNCIL OF MEDICAL RESEARCH

स्वास्थ्य अनुसंधान विभाग (स्वास्थ्य एवं परिवार कल्याण मंत्रालय)
वी रामलिंगस्वामी भवन, अन्सारी नगर, नई दिल्ली - 110029

DEPARTMENT OF HEALTH RESEARCH (MINISTRY OF HEALTH & FAMILY WELFARE)
V. RAMALINGASWAMI BHAWAN, ANSARI NAGAR, NEW DELHI-110029

सं.E16/73/2022-प्रशासन/ E.Office.143839

दिनांक:19/01/2024

सेवा में,

निदेशक/प्रभारी निदेशक
परिषद के सभी संस्थान/केन्द्र

महोदय/महोदया,

विभिन्न मंत्रालयों/विभागों से प्राप्त निम्नलिखित रिक्ति परिपत्र, सूचना एवं आवश्यक कार्यवाही के लिए संलग्न है।

Sl.No	Reference No. & Date	Name of Ministry	Subject
1.	A.12034/13/2019-EPI Dated:19.12.2023	Directorate General of Health Services, Ministry of Health and Family Welfare, Nirman Bhawan, New Delhi	Applications are invited for one post of Procurement Officer Group 'B' Gazetted in the Pay Matrix Level-8 (Rs.47600-151100/-) (GP Rs.4800/-pre-revised) in the BCG Vaccine Laboratory, Guindy, Chennai
2.	O.M. No.G-11011/1/2022-Estt.I Dated:27.12.2023	Department of Personnel & Training, Staff Selection Commission, Lodhi Road, New Delhi	Filling up 01 (one) post of Deputy Director (R&A) (Group 'A' Level-11) in Staff Selection Commission on deputation basis.
3.	O.M. No.2(14)/2021-P.II Dated:03.01.2024	Ministry of Electronics & Information Technology, Electronics Niketan, Lodhi Road, New Delhi	Engagement of one Consultant (Hindi) in Ministry of Electronics and Information Technology on short-term contract basis-reg.
4.	AO(Estt.)-II/SO-I/CED/MCD/2023/5771 Dated:03.01.2024	Municipal Corporation of Delhi, Central Establishment Department, New Delhi	Circular regarding sponsoring names for appointment to the post of Additional Commissioner in Municipal Corporation of Delhi on deputation basis.

भवदीय,

Signed by

Jagdish Rajesh

Date: 24-01-2024 04:20:18

जगदीश राजेश

सहायक महानिदेशक (प्रशासन)

अनुलग्नक: यथोक्त

प्रतिलिपि:

1. महानिदेशक/वरि.उपमहानिदेशक (प्रशा.)/वरि.वित्त सलाहकार के निजी सचिव
2. परिषद के सभी प्रभाग प्रमुख
3. उपमहानिदेशक (प्रशा.)/सहा. महानिदेशक (प्रशा.)
4. प्रमुख वीएमआई - आईसीएमआर की वेबसाइट पर अपलोड करने के अनुरोध के साथ

No.A.12034/13/2019-EPI
Directorate General of Health Services
(EPI Section)

Nirman Bhawan, New Dehli-110 011
Dated the 19th December, 2023

CIRCULAR

Applications are invited for one post of Procurement Officer Group 'B' Gazetted in the Pay Matrix Level -8 (Rs.47600-151100/-) (GP Rs.4800/-pre-revised) in the BCG Vaccine Laboratory, Guindy, Chennai under the Directorate General of Health Services, Ministry of Health and Family Welfare.

2. The post is required to be filled on deputation (including short term contract) from:

(1) Officers of the Central Government or State Government or Union Territories or Public Sector Undertakings or Universities or recognized Research Institutions or Autonomous/ Statutory Bodies.

(a) (i) holding analogous post on regular basis in the parent cadre or department;

or

(ii) With two years service in the grade rendered after appointment thereto on a regular basis in posts in the level-7 (Rs. 44990-142400/-) in the pay matrix or six years service, in the grade rendered after appointment there to, on a regular basis in the level -6 (Rs. 35400-112400) in the pay matrix or equivalent;

and

(b) Possessing the following educational qualifications and experience;

(i) Master degree with Commerce or Master of Business Administrative, in material management from a recognised University and two years experience in sales, supply, procurement, store management from Central Government or State Government or Public Sector Undertakings or University or Research Institutes or Autonomous or Statutory Bodies.

Note1: The Departmental Store Officer in level-6 (Rs. 25,400-1,12,400/-) in the pay matrix with six years of regular in the grade and having the educational qualification and experience prescribed for considering appointment on deputation basis is considered along with outsiders. If the departmental candidate is selected for appointment to the post, it shall be treated as having been filled by promotion.

Note2: Period of deputation in another ex-cadre post held immediately preceding this appointment under these rules in the same other organisation or department of the Central Government shall ordinarily not exceed three years.

3. **Duties and Responsibilities;**

- (i) To perform procurement and supplier management functions.
- (ii) To support sourcing for materials required / pharmaceutical products as well as providing assistance in negotiating and issuing of purchase orders.
- (iii) To explore the market and communicate with vendors, issuing request for procurement, analyse and evaluate supplier quotes and proposals, prepare documentation and seek necessary approval for placing orders as per GFR.

D.No - 464
18/1/24

Mr. Suresh
18/1

AA 11
780807

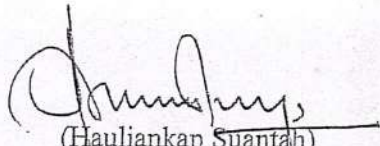
[Signature]

- (iv) To prepare the report and upon approval, submit the same to the technical unit, technical committee or contract Review Committee as required.
- (v) To liaison with technical units by facilitating the flow of information and services as the interface between technical unit.

4. The terms and conditions of deputation will be regulated in terms of Department of Personal & Training O.M. No. 2/29/91-Estt. (Pay -II) O.M. No. 6/8/2009-Estt. (Pay-II) dated 17.06.2010 and O.M. No. 2/11/2017-Estt. (Pay-II) dated 24.11.2017 as amended from time to time.

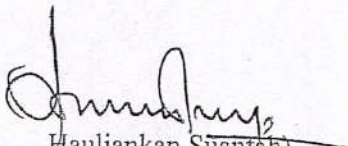
5. The application of suitable officers, who are willing and eligible for the post and who can be spared immediately in the event of selection may be forwarded, through proper channel, duly verified, to the Deputy Director- EPI, Directorate General of Health Services, Room No. 564 – A-Wing, Nirman Bhawan, New Delhi-110011 within 60 days of publication in Employment News, in the prescribed proforma, along with APAR / ACRs dossiers for the last 5 years, Integrity Certificate, Vigilance Clearance and Statement giving details of Major or Minor penalties imposed on the Officer, if any, etc.

6. The candidate once selected for the post, will not be allowed to withdraw the candidature under any circumstance. Incomplete Application shall not be entertained.


(Hauliankap Suantah)
(Deputy Director)

Copy to:-

1. All Ministries/Departments of the Government of India.
2. All Chief Secretaries of State Govt./UTs.
3. All Public Sector Undertakings [through Department of Public Enterprise Block No. 14, CGO Complex, New Delhi-110003.
4. Secretary University Grants Commission, Bhadurshah Zafar Marg, New Delhi with the request to forward to all the Heads of the Universities.
5. Deputy Secretary, Department of Science and Technology, technology Bhavan, Rafi Marg, New Delhi with the request to circulate to all the scientific institutions under their administrative control.
6. Deputy Secretary (Administration) CSIR, Anusandhan Bhavan, Rafi Marg, New Delhi
7. Union Public Service Commission, Dholpur House, Shahjahan Road, New Delhi-110011.
8. All subordinate Offices of the Ministry of Health F.W. /Dte. General of Health Services.
9. All Section/Cells of the Dte. G.H.S.
10. Coordination Section, Ministry of Health & Family Welfare.
11. The Director, BCGVL, Guindy, Chennai-600032 with the request to advertise the post in the Employment News and leading newspapers. Also upload the post on the website of BCGVL.
12. DDA (IT Cell) for uploading the circular on the website of Dte.GHS .


Hauliankap Suantah
(Deputy Director)

	(vi) any other information.	:	
17.	Please state whether you are applying for deputation or short term contract	:	
18.	Whether belongs to SC/ST	:	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

Address with Mob No.

(Signature of the candidate)

Date

Certification by the Employer/Cadre Controlling Authority

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

2. Also certified that;

(i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt.....

(ii) His / Her integrity is certified.

(iii) His / Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years attested by an officer of the rank of Under Secretary of the Govt. of India or equivalent are enclosed.

(iv) No major/minor penalty has been imposed on him/ her during the last 10 years Or A list of major/minor penalties imposed on him/her during the last 10 years is enclosed. (as the case may be)

Countersigned

(Employer/Cadre Controlling Authority with Seal)

14. Total emoluments per month now drawn

Basic Pay as per 7 th CPC	Level of the pay matrix	Total Emoluments

15. In case the applicant belongs to an Organization which is not following the Central Government Pay-scales, the latest salary slip issued by the Organization showing the following details may be closed.

Basic Pay with Scale of Pay And rate of increment	Dearness Pay/interim relief/ other Allowances etc., (with	Total Emoluments

16.A	Additional information; if any, relevant to the post you applied for in support of your suitability for the post.(This among other things may provide information	:	
	(i)additional academic qualifications	:	
	(ii)professional training and	:	
	(iii) work experience over and above prescribed in the Vacancy Circular/Advertisement)	:	

16.B	Achievements: The candidates are requested to indicate information with regard to;	:	
	(i)Research publications and reports and special projects	:	
	(ii)Awards/ Scholarships/ Official Appreciation	:	
	(iii) Affiliation with the professional bodies/institutions/societies and;	:	
	(v) Any research/ innovative measure Involving official recognition	:	

8.	Nature of present employment i.e. Adhoc: or Temporary or Quasi-Permanent or Permanent	:	
9.	In case the present employment is held on deputation/contract basis, please state	:	
(a)	The date of initial appointment	(b)	Period of appointment on deputation/contract
		(c)	Name of the parent office/organization to which the applicant belongs.
		(d)	Name of the post and Pay of the post held in Substantive capacity in the Parent organization
9.1	Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate.		
9.2	Note: Information under Column9(c) &(d)above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining alien in his parent cadre/ organization		
10.	If any post held on Deputation in the past: by the applicant, date of return from the last deputation and other details.	:	
11.	Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column)	:	
(a)	Central Government	:	
(b)	State Government	:	
(c)	Autonomous Organization	:	
(d)	Government Undertaking	:	
(e)	Universities	:	
(f)	Others	:	
12.	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.	:	
13.	Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre- revised scale.	:	

BIO-DATA

Name of the post applied for:-					
1.	Name and Address (in Block Letters)		:		
2.	Date of Birth(in Christian era)		:		
3.	(i)Date of entry into regular service		:		
	(ii) Date of retirement under Central/State Government Rules		:		
4.	Educational Qualifications		:		
5.	Whether Educational and other qualifications required for the post are satisfied.(If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)				
Qualifications/ Experience required as mentioned in the advertisement/vacancy			Qualifications/experience possessed by the officer		
Essential			Essential		
(A)Qualification				(A)Qualification	
(B)Experience				(B)Experience	
Desirable			Desirable		
(A)Qualification				(A)Qualification	
(B)Experience				(B)Experience	
6.	Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.				
7.	Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.				
Office/Institution	Post held on Regular basis	From	To	*Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (indetail) highlighting experience required for the post applied for

SOC (Helm)
15/1

No.G-11011/1/2022-Estt.I
Government of India
Department of Personnel & Training
Staff Selection Commission

Block No. -12, CGO Complex,
Lodhi Road, New Delhi-110003.
Dated:- 27th Dec, 2023

OFFICE MEMORANDUM

Sub:- Filling up 01(one) post of Deputy Director (R&A) (Group 'A' Level-11) in Staff Selection Commission on deputation basis.

Staff Selection Commission invites applications for filling up 01(one) post of Deputy Director (R&A) (Group 'A' Level-11) on deputation basis. The detail of the posts along with the eligibility criteria, educational qualification/experience etc. required for each posts is given in the enclosed Annexure-I.

2. The appointment will be made on deputation basis initially for a period of 03 years, which can be extended for a period not exceeding seven years, and will be governed by instructions issued vide DoPT vide OM No. 6/8/2009-Estt (Pay-II) dated 17.06.2010, as amended from time to time. The fixation of pay/deputation (duty) allowance shall be governed by instructions issued by DoPT from time to time.
3. The maximum age limit on deputation shall not exceed 56 years as on closing date of receipt of application by the Commission. The Commission reserves the right not to fill up any or all the above vacancies.
4. The application in the prescribed pro-forma(Annexure-II), together with all necessary documents i.e. cadre clearance, vigilance clearance, copies of APARs etc. and 'Certificate from the Employer' should reach to the undersigned, through proper channel, within 2 months from the date of publication of the advertisement in Employment News.
5. It is clarified that any form of conditional forwarding from the employer or applications received without prescribed documents and 'Certificate of Employer' will be rejected.
6. The applicants must ensure that their application(s) should reach SSC through proper channel by the last date prescribed for receipt of applications. However, they may also send an advance copy of the application(s) to SSC well before the last date prescribed and ensure forwarding of their application through proper channel promptly.
7. This may kindly be given wide publicity.

ADG(A)

Diary No- 44/
18/1/24
14/08
15/1/2024

Encl:- As above



Sr. DDG(A)
57007 776849
Mr. Semet
Vishal
15/1

Under Secretary (Estt.I)
Swati
27/12/23

To

1. All the Ministries/Departments/Organizations of the Govt. of India.

Copy to

Ms. Jasmine, Under Secretary (Estt.B), Department of Personnel & Training, North Block, New Delhi for information

21	Please state briefly how you find yourself best suitable for the posts applied for:

I have carefully gone through the vacancy circular/advertisement, and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post. It is also certified that the information furnished above is correct and true to the best of my knowledge. In event of my selection, I shall abide by terms and conditions of the services attached to the post.

Signature: _____

Name: _____

Date: -

ANNEXURE-I

Eligibility criteria for deputation posts: -

S.No.	Name of Post & Pay Scale	Qualification/Requirements	No. of posts
1.	Deputy Director (Research & Analysis) Pay Matrix Level 11 (Pre-revised pay scale PB-3 +G P - Rs. 6600)	Officers under the Central Government holding analogous posts or posts in Level-11 or with 5/8 years' service in posts in Level-9/Level-6 or equivalent, respectively and possessing the following educational and other qualifications: - (i) Master's degree in Economics or Statistics or Mathematics from a recognized University or equivalent. (ii) 5 years' experience in supervisory capacity in job analysis or work – study or interpretation of data or research relating to socio-economic matters (Period of deputation shall ordinarily not exceed three years)	01

CURRICULUM VITAE: PERFORMA

Please paste
passport size
photograph here

1.	Name and address (In Block Letters)	
2.	Post Applied for (Separate applications are to be sent for different posts)	
3.	Date of Birth (DD/MM/YYYY)	
4.	Date of superannuation (DD/MM/YYYY)	
5.	Status of your present employer (Pl. specify whether Central Govt./State Govt./Autonomous/Statutory Body/PSU/others (specify))	
6.	Initial date of appointment in Govt. Service	

7.	Office address with Telephone No. & email		
8.	Residential Address with Telephone No.		
9.	Present post held, along with Pay Level and present Basic Pay/Pay Scale/Pay Band and Grade Pay of the post held		
10.	Educational Qualifications		
11.	Please State clearly whether in the light of entries made by you below, you meet the requisite Essential Educational and other qualifications and work experience required for the post (if any qualifications have been treated as equivalent to the one prescribed in the Rules. State the authority for the same)		
	Essential	Qualification/Experience required	Qualifications/Experience possessed by the officer
		1.	
		2.	
		3.	
	Desirable (wherever applicable)	a.	
		b.	
		c.	
12	Details of Employment, in chronological order, enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.		

	Office/Institution	Post Held	From	To	Scale of Pay and basis pay in old pay band.	Nature of duties (In details)
13.	Nature of present employment i.e., ad-hoc or Temporary or Quasi-Permanent or Permanent					
14.	In case of present employment is held on deputation/contract basis, please state; <ul style="list-style-type: none"> A. The date of initial appointment. B. Period of appointment on deputation/contract C. Name of the parent office/organization to which you belong. 					
15.	Please state whether you are working in the same department and are in the feeder grade or feeder to feeder grade.					
16.	Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and indicate the pre-revised scale.					

17	Total emoluments as per month now drawn	
18	<p>Additional information, if any, which you would like to mention in support of your suitability for the post, (This among other things may provide information with regard to</p> <p>(i) additional academic qualification</p> <p>(ii) Professional training and</p> <p>(iii) work experience over and above prescribed in the vacancy circular/Advertisement).</p> <p>(Note: Enclose a separate sheet, if the space is insufficient)</p>	
19	<p>Please state whether you are applying for Deputation</p> <p>(ISTC)/Absorption/Reemployment Basis. (Officers under Central/State Governments are only eligible for "Absorption" Candidates of non-Government Organizations are eligible only for short Term Contract.)</p>	
20	<p>Remarks (The candidates may indicate Information with regard to</p> <p>(i) Research publications and reports and special projects</p> <p>(ii) Awards/Scholarship/Official Appreciation</p> <p>(iii) Affiliation with the professional bodies/institutions/societies and (iv) any other information. (Note: Enclose a separate Sheet if the space is insufficient)</p>	

No.2(14)/2021-P.II
Government of India
Ministry of Electronics & Information Technology
Electronics Niketan,
6, CGO, Complex , Lodhi Road
New Delhi-110003

80c Adm/
15/1

Dated: 03.01.2024

OFFICE MEMORANDUM

Subject: Engagement of one Consultant (Hindi) in Ministry of Electronics and Information Technology on short-term contract basis- reg.

Ministry of Electronics and Information Technology invites applications from retired Govt. servants who have retired from the post of Senior Translator and above level for engagement as Consultant for English to Hindi related translation, purely on contract basis initially for a period of one year from the date of engagement which may be extended or curtailed as per the functional requirement.

2. The details including eligibility criteria, Terms & Conditions etc., are enclosed as Annexure-I. The Ministry reserves the right to accept or reject in part or full or all the responses without assigning any reasons whatsoever.

3. The last date for receipt of applications, in the prescribed format is **02.02.2024 (upto 5.00 PM)**. Applications received after due date/time and without supporting documents i.e. Copy of PPO, Last Pay Certificate will not be considered.

4. Application, as per Annexure-II, may be sent to the Under Secretary (Pers-II), Ministry of Electronics and Information Technology, Electronics Niketan, 6, CGO Complex, Lodhi Road, New Delhi – 110003.

P. Victor
(P.Victor Albuquerque)
Deputy Secretary(Pers.)

To:

1. All Ministries/Departments of the Government of India
2. Department of Personnel & Training for displaying on their website.
3. NIC/STQC Dte.
4. Intra-MeitY, Notice Board, MeitY
5. Web-master, MeitY.

P. Victor



6. Working facilities to be provided:

6.1 Only the basic facilities/infrastructure will be provided to the Consultants. No Transport or Telephone/Internet facility at residence etc. shall be provided.

7. Other entitlements of Consultants :

7.1 **Leave:** Paid leave of absence will be allowed at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond a calendar year shall not be allowed.

7.2 **TA/DA:** No TA/DA is admissible for joining the assignment or on its completion. The Consultant will be allowed TA/DA on official tour, if any, as per his entitlement at the time of retirement.

7.3 **Accommodation/HRA:** No accommodation or HRA will be provided by the Ministry.

7.4 **Transportation Allowance:** A fixed amount of Rs. 7200/- (for Govt. servants retired at Level-9 and above)/ Rs. 3600/- (for Govt. servants retired at Level 6 to 8) as Transport Allowance for the purpose of commuting between the residence and the place of work shall be paid. This shall not exceed the rate applicable to the appointee at the time of retirement. The amount so fixed shall remain unchanged during the term of engagement. No Dearness Allowance shall be admissible on the Transportation Allowance.

8. Working hours

8.1 The consultants shall have to work as per the working hours of the Ministry of Electronics and Information Technology. However, depending on the exigency of work, one may be required to come early or sit late to complete the time bound work or attend office on holidays. No extra remuneration or fee would be payable if work requires late sitting or coming on holidays.

8.2 The Consultants will be required to mark his attendance in Bio-metric System.

9. Tax deduction at Source

9.1 Income Tax or any other tax liable to be deducted, as per the prevailing rules, will be deducted at source before effecting the payment of remuneration.

10. Confidentiality of data and documents

10.1 The Consultants shall not utilize or publish or disclose or part with, to a third party, any data or statistics or proceedings or information gathered during the course of the assignment for the office, without the express written consent of this Ministry. The Consultants shall be bound to hand over the entire set of records of assignments to the office before the expiry of the contract and before the final payment is released by the office. The Consultants shall sign an agreement of confidentiality with the Government of India to this effect which shall contain a clause on Ethics and Integrity.

Terms and Condition for Engagement of Consultant (Hindi)

1. Eligibility and Job Description:

1.1 The candidate should have retired from Central Government Ministries/Departments having experience of functioning in Govt. bodies in Hindi/Official Language/Raj Bhasha related activities.

1.2 The candidate who have retired from the post of Senior Translator and above level, are eligible for engagement to the position of Consultant (Hindi).

1.3 The candidate should have the experience of translation from Hindi to English and vice-versa.

2. Period of Engagement:

2.1 The engagement of Consultants will be purely on short term contract basis. The initial engagement as Consultant would be for a period of one year, which may be extended beyond one year depending upon the requirement of MeitY and performance review of the consultants but shall not be extended beyond 5 years after superannuation.

2.2 The engagement of Consultants would be on full-time basis and they would not be permitted to take up any other assignment during the period of consultancy with MeitY.

2.3 The engagement of Consultants would be of a temporary nature against the tasks assigned. The engagement can be cancelled at any time by MeitY without assigning any reason.

3. Age Limit:

3.1 Not more than 64 years of age on the last date of application.

4. Remuneration

4.1 A fixed monthly amount shall be paid as per the Government norms, to the consultants retired under OPS, arriving at by deducting the basic pension (gross) from the last basic pay drawn at the time of retirement.

4.2 The remuneration of Central Government retirees under the NPS, an amount equivalent to 30% of the last basic pay as drawn at the time of retirement shall be deducted from the last basic pay and the resultant amount shall be the fixed monthly amount as remuneration.

4.2 No increment and Dearness Allowance shall be allowed during the term of the contract.

5. Selection Procedure

5.1 Candidates meeting the conditions shall be shortlisted on the basis of criteria like experience, qualification etc. The Consultants will be selected by a duly constituted Committee.

11. Conflict of Interest

11.1 The Consultant appointed by this office, shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of this office. No Consultant would be permitted to take up any other assignment during the period of Consultancy.

12. Termination of service

12.1 Ministry of Electronics and IT (MeitY) may terminate the services of the Consultants, if:

- 12.1.1 The Consultants is unable to accomplish the assigned works.
- 12.1.2 Quality of the accomplished work is not to the satisfaction of MeitY.
- 12.1.3 The Consultants fails in timely achievement of the milestones as decided by MeitY.
- 12.1.4 The Consultant is found lacking in honesty and integrity.
- 12.1.5 Posting of a government official who could do the Consultant's job.
- 12.1.6 The requirement of Consultant for the work assigned ceased to exist.
- 12.1.7 The undertaking given by the candidate is found false.
- 12.1.8 The Consultant completes 5 years of retirement.

12.2 The services can be terminated by giving fifteen days' notice in writing from either side. The termination will be without prejudice to either party's rights accrued before termination.

13. Accident, Injury, etc. during the period of engagement

13.1 Ministry of Electronics and Information Technology shall not be responsible for any loss, accident, damage, injury suffered by the Consultant whatsoever arising in or out of the execution of his work, including travel.

14. Rights of Ministry of Electronics and IT

14.1 Ministry of Electronics and IT reserves the right to cancel and not to proceed in the matter for engagement of Consultants at any stage without giving any reason, whatsoever.

Annexure-II

Application for engagement of Consultant (Hindi) on contract basis in the Ministry of Electronics and Information Technology, New Delhi

Recent passport size photograph

1.	Full Name (in Block Letters)	
2.	Father's/Husband's Name	
3.	Date of Birth	
4.	Contact details	Mobile/Tel. _____ e-mail _____
5.	Address for communication	
6.	Date of Joining of Govt. Service	
7.	Age as on date	
8.	Whether SC/ST/OBC	
9.	Whether Physically handicapped	
10.	Date of Retirement and the post from which retired (enclosed copy of retirement order)	
11.	Name of the Ministry/Department from which retired	
12.	Last Pay Drawn (Please enclose copy)	
13.	Education/Technical Qualification (Please enclose copy of certificate/marksheet)	
14.	P.P.O. No. (Please enclose copy)	
15.	Details of Computer Knowledge)	
16.	Brief particulars of experience (A separate sheet may be annexed)	

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false OR incorrect/incomplete or ineligibility being detected at any time before OR after selection/interview, my candidature is liable to be rejected and I shall be bound by the decision of the Ministry of Electronics and Information Technology. I have read this circular and ready to accept all the terms and conditions for engagement of Consultants.

Signature : _____

Place:

Date:

Email

DG. OFFICE ICMR
Diary No.: 775820
Dated: 09/01/2024

SOCA (Adm)

DG ICMR

Fwd: Circular regarding sponsoring names for appointment to the post of Additional Commissioner in Municipal Corporation of Delhi on deputation basis.

From : Office of Secretary DHR <secy-dhr@gov.in>

Wed, Jan 03, 2024 04:00 PM

Subject : Fwd: Circular regarding sponsoring names for appointment to the post of Additional Commissioner in Municipal Corporation of Delhi on deputation basis.

1 attachment

To : Anu Nagar <anu.nagar1@gov.in>, RICHA KHODA <richa.khoda@gov.in>, MANISHA SAXENA <srddga.hq@icmr.gov.in>

Cc : DG ICMR <dg@icmr.org.in>

JI (AN) / JB (RK)
SDD & (B)

ADG (A)

RB

From: "Director Personnel" <director-ced@mcd.nic.in>

To: "Manoj Ahuja" <secy-agri@nic.in>, "Dr (Mr) Himanshu Pathak" <dg.icar@nic.in>, "Dr. Abhilaksh Likhii" <secy-fisheries@nic.in>, "Ms. Alka Upadhyaya" <secyahd@nic.in>, chairman@dae.gov.in, "RAJESH KOTECHA" <secy-ayush@nic.in>, "Office of Secretary CPC" <sec.cpc@nic.in>, "Dr. Arunish Chawla" <secy-pharma@nic.in>, "Secretary DoF" <fertsec@nic.in>, "VUMLUNMANG VUALNAM" <secy.moca@nic.in>, "Mr Amrit Lal Meena" <secy.moc@nic.in>, "Commerce Secretary Office" <csoffice@nic.in>, "secy-ipp" <secy-ipp@nic.in>, "Dr. Neeraj Mittal" <secy-dot@nic.in>, "Secretary Posts" <secretary-posts@indiapost.gov.in>, "ROHIT KUMAR SINGH" <secy-ca@nic.in>, "Shri Sanjeev Chopra" <secy-food@nic.in>, "Secretary MCA" <secy.mca@nic.in>, "Gyanesh Kumar" <secy-coop@gov.in>, "Govind Mohan" <secy-culture@nic.in>, "Secretary DP" <sdps@nic.in>, "Shri Vijoy Kumar Singh IAS" <secyesw@nic.in>, "Shri Giridhar Aramane" <defsecy@nic.in>, "Chanchal Kumar" <secydoner@nic.in>, "Ms. Vini Mahajan" <secydws@nic.in>, "Dr M Ravichandran" <secretary@moes.gov.in>, "Sanjay Kumar" <secy.sel@nic.in>, "K. Sanjay Murthy" <secy.dhe@nic.in>, "Secretary Meity" <secretary@meity.gov.in>, "Ms Leena Nandan" <secy-moef@nic.in>, "SAURABH KUMAR" <secyeast@mea.gov.in>, "Dammu Ravi" <secyer@mea.gov.in>, "Sanjay Verma" <secywest@mea.gov.in>, "Dr. Ausaf Sayeed" <secycpv@mea.gov.in>, "Shri Ajay Seth" <secy-dea@nic.in>, "T.V. Somanathan" <secyexp@nic.in>, smhotra@gov.in, "Secretary DFS" <secy-fs@nic.in>, "Shri Ali R. Rizvi" <secy-dpe@nic.in>, "Secretary MoFPI" <secy.mofpi@nic.in>, "Apurva Chandra" <secyhfw@nic.in>, "Office of Secretary DHR" <secy-dhr@gov.in>, "Shri Kamran Rizvi" <shioff@nic.in>, "SECRETARY,OL" <secy-ol@nic.in>, "Registrar General and census commissioner" <rgi.rgi@nic.in>

Sent: Wednesday, January 3, 2024 3:34:37 PM

Subject: Circular regarding sponsoring names for appointment to the post of Additional Commissioner in Municipal Corporation of Delhi on deputation basis.

Please find attached Circular No. AO (Estt.)-II/SO-I/CED/MCD/2023/5771 dated 03.01.2024 regarding sponsoring names for appointment to the post of Additional

14109
15/1/2024

Diary No 440
18/1/24

Mr. Sumit
Shukla
16/1

Commissioner in Municipal Corporation of Delhi on deputation basis along with proforma for application. The names of suitable and willing officers fulfilling the prescribed conditions, along with their application, Bio-data duly attested by Employer, ACRs for the preceding five (5) years, integrity Certificate, Vigilance Clearance and Cadre Clearance etc. may please be forwarded, within a period of 30 days to the office of Director Personnel, Municipal Corporation of Delhi, 22nd Floor, Dr. S.P. Mukherjee Civic Centre, J.N. Nehru Marg, New Delhi-110002, for kind information.

**Administrative Officer
Central Establishment Department
Municipal Corporation of Delhi**

 **Addl. Commissioner circular.pdf**
1 MB



MUNICIPAL CORPORATION OF DELHI
CENTRAL ESTABLISHMENT DEPARTMENT
22nd FLOOR, E-1 BLOCK, DR. SHYAMA PRASAD MUKHERJEE CIVIC CENTRE
JAWAHARLAL NEHRU MARG, NEW DELHI-110 002

No. AO (Estt.)-II/SO-I/CED/MCD/2023/ 5771

Dated: 03/01/2024

CIRCULAR

1. All Secretaries, Government of India.
2. All Chief Secretaries, States/UTs.
3. The Chairman, Railway Board, Ministry of Railways, New Delhi.
4. Secretary General/ Rajya Sabha/Lok Sabha.
5. The Assistant Comptroller and Auditor General, O/o the Comptroller & Auditor General of India, 10, Bahadurshah Zafar Marg, New Delhi.
6. The Controller General of Accounts, Ministry of Finance, 7th Floor, Lok Nayak Bhawan, Khan Market, New Delhi.
7. The Chief Executive Officer, Delhi Cantonment Board, Delhi Cantt-110010.
8. The Chairman, CBDT, Ministry of Finance, North Block, New Delhi
9. The Chairman, CBEC, Ministry of Finance, North Block, New Delhi
10. The Chairman, DDA, Vikas Sadan, INA, New Delhi.
11. The Director General (Works), CPWD, Nirman Bhawan, New Delhi-11.
12. The Spl. Secretary (Services), Services Deptt., Services-I Branch, Delhi Secretariat, 7th Floor, B-Wing, I. P. Estate, New Delhi.
13. The Secretary, Department of Telecommunications.

Sub: - Sponsoring names for appointment to the post of Additional Commissioner in Municipal Corporation of Delhi on deputation basis.

Sir/Madam,


I am directed to communicate that few posts of Addl. Commissioner in PB-4, Rs. 37400-67000+ G.P.-10,000 (Level-14 of pay matrix in 7th CPC) are vacant/likely to fall vacant in Municipal Corporation of Delhi on deputation basis. Therefore, fresh applications are invited for the above mentioned post meeting the following eligibility criteria in term of guidelines and instructions issued from time to time by DOPT :-

2. As per provisions to the post of Additional Commissioner, Officers of the Indian Administrative Service or other All India Service or Central Services (Group-"A") holding analogous posts in PB-4 Rs. 37400-67000+ GP 10,000/- or 3 years service in the Grade Pay of 8700/- or equivalent are eligible for the post.

3. Since the MCD follows the Rules/Regulations/Instructions of the Govt. Of India, the laid down terms and condition of deputation of the Govt. of India shall be applicable mutatis mutandis to the officer on deputation basis in Municipal Corporation of Delhi. Further, the maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.

4. It is, therefore, requested that the names of suitable and willing officers fulfilling above conditions, alongwith (i) their Applications and Bio-data with certification that the entries in the application have been verified from the records and found correct.(ii) ACRs/APRs for the preceding five (5) years. (iii) Integrity Certificate. (iv) Vigilance Clearance including certification that no disciplinary proceedings or criminal proceedings are either pending or contemplated against the officer concerned .(v) Cadre Clearance for at least 03 years and (vi) List of major/minor penalties, if any, imposed on the officer during the last ten years/No Penalty Certificate may please be forwarded to the Director (Personnel), Municipal Corporation of Delhi, 22nd Floor, Dr. S. P. Mukherjee Civic Centre, J. L. Nehru Marg, New Delhi-110002, within 30 days from the date of issuance of this Circular, to enable us to consider selection for appointment to the above-said post on deputation basis. Application Proforma is attached.

5. This may please be given **TOP PRIORITY**.


03/01/24
(Manish Kumar)
Administrative Officer (Estt.)

Copy to: - Dir. (IT), with the request to upload the Circular on MCD's website for wider publicity.

APPLICATION FOR THE POST OF.....IN
MUNICIPAL CORPORATION OF DELHI ON DEPUTATION BASIS.

1. Name and address in Block Letters :.....
2. Mobile No. & Email ID :.....
3. Date of Birth (in Christian era) :.....
4. Date of retirement under Central/
State Government Rules :.....
5. Educational Qualifications :.....
:.....
6. Whether education and other qualifications
required for the post are satisfied :.....
:.....
(Details of given qualification)
7. Please state clearly whether in the light
of entries made by you above, you meet
the requirements of the post and you are
eligible as per RRs. :.....
8. Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by
your signature, if the space below is insufficient.

Period		Post held	Pay Scale/Grade Pay	Office	Nature of Duties
From	to				

9. Nature of present employment i.e.
Adhoc or temporary or quasi-
permanent or permanent. :.....
10. In case the present employment is
held on deputation/contract basis,
please state :.....
(a) The date of initial appointment
(b) Period of appointment on deputation/contract
(c) Name of the parent office/organization to which you belong
11. Additional details about present employment.
Please state whether working under:
(a) Central Government
(b) State Govt.
(c) Autonomous Organization
(d) Government Undertaking
(e) Universities
(f) Others

12. Details of Pay Scale on Initial appointment and subsequent promotions.

Sl. No.	1st appointment/Promotions	Date	Pay Scale/Grade Pay	Whether held on Regular/ Adhoc/ ACP /MACP basis
1.	Initial appointment in service			
2.	1st Promotion			
3.	2 nd Promotion			
4.	3 rd Promotion			
5.	4 th Promotion			

*If financial up-gradation on ACP/MACP basis, please give details of regular promotion also.

13. Additional information, if any, which you would like to mention in support of your suitability for the post, Enclose a separate sheet, if the space is insufficient.

14. Remarks :.....

Date:.....

Signature of the candidate:-
Address:-

Countersigned
(Employer)

CERTIFICATE

(To be given by Head of Office of the Applicant)

1. It is certified that the particulars furnished by the official are correct.
2. It is certified that no disciplinary/vigilance case is either pending or contemplated against the applicant and he/she is clear from vigilance angle.
3. The record of service of the official has been carefully scrutinized and it is certified that there is no doubt about his/her integrity.
4. It is certified that the officer is eligible to hold this post as per the provisions of the Recruitment Rules mentioned in deputation vacancy circular.

NAME OF THE OFFICER/DESIGNATION
WITH OFFICIAL SEAL OF HEAD OF OFFICE

DATE :.....

NOTE: - Application should be forwarded through proper channel with approval of Competent Authority.