## NEW DELHI MUNICIPAL COUNCIL PALIKA KENDRA: NEW DELHI SECRETARY'S ESTT. BRANCH

No. SO (E)/ 03 /SA-II/2021

Dated: 04-1-2-22

Franchis Charle

### VACANCY CIRCULAR

NDMC invites application for the post of Consultant (Audit) - 10 post, from retire personnel of Central Govt. /state Govt./Municipal Bodies/NDMC on the following Conditions:-

- i. The applicant should have minimum 10 years working knowledge in Audit Department and retired from the level of Sr. Audit Officer, Audit Officer and Assistant Audit Officer.
- ii. The applicant should be below the age of 64 years.
- iii. The initial engagement would be for a period of 06 months only.
- iv. The term and condition of contract would be as per policy guidelines No.748/SO(E)/SA-I(R) dated 17.02.2017 relating to appointment of Consultant in NDMC. The consolidated remuneration would be determined in terms of NDMC Office Order 01.02.2021
- 2. Application from the willing and eligible candidate in the annexed proforma should be reached to Director (Personnel), NDMC, Room No. 8001, 8<sup>th</sup> Floor, Palika Kendra, Sansad Marg, New Delhi or mail id at director.personnel@ndmc.gov.in latest by 18.01.2022. Application received after closing date will not be considered. The shortlisted candidates will be informed separately.

Signed by Arvind Gaur Date: 03-01-2022 12:53:05

(Arvind Gaur) Director (Personnel-I)

Copy for information to:-

- 1. Chief Auditor
- 2. PS to Chairman
- 3. PS to Secretary
- 4. Dy. Director(IT) with the request to upload on website
- 5. All notice boards

# NEW DELHI MUNICIPAL COUNCIL PALIKA KENDRA: NEW DELHI SECRETARY'S ESTABLISHMENT

# APPLICATION FOR ENGAGEMENT AS CONSULTANT IN NDMC

	NAME OF THE POST	APPLIED FOR:				-
1. Nan	ne of the Applicant	(In capital letters	)			
	ner's Name					
3. Dat	e of Birth	2500 - 19 I	1	8	Stivation No. 1	
	te of Retirement fron					
5. Offi	ce where last worked		7	,,		
6. De	signation last held		-	AND THE	yu., minepasya. Toda mentesa	
7. Las	t pay & Pension Drav	wn	No tel si		e la collège de	
8. Aad	dhar Number	The Island	- HELDAN	THE REAL PROPERTY.	THE THE CO.	
9. Ed	ucational Qualificat	ion			To Dear St	
10. Ca	tegory		dame.	e iii ja		
	e on the date of su					
	etails of IT/Compute					
13. W	hether any penalty	was Imposed dui	ring the se	rvice	Contract to	mente.
14. If	yes, the details the	reof			The same	
	esident Address			-		1-1
	elephone No					
	mail (if any)					
18 14	ork Experience (A	dd separate shee	et if requi	red)	of the second	A Parks
r. No.		Post held	Period		Nature of	Remarks
71. 140.	Institute		From	То	work	
	appropri		1111			
- (1			4			



#### NEW DELHI MUNICIPAL COUNCIL PALIKA KENDRA: NEW DELHI

No. 748/SO(E)/SA-I(R)

Dated: 17.02.2017

#### OFFICE ORDER

Subject:

Issue of policy guideline relating to appointment of Consultant

in NDMC

The competent authority in NDMC has approved following following policy guidelines for appointment of Consultants in NDMC:

## A. Eligibility for appointment of Consultant:

- Consultants shall not be engaged against vacant post in any cadre.
- The Consultant should have function knowledge of computer and domain knowledge of field for which he/she has been engaged.

# B. Procedure for appointment :

a) Engagement of Consultants

2012117

- The NDMC may hire external professionals, consultancy firms or Consultants for specific jobs in situation requiring high quality services for which the Departments does not have requisite experience.
- ii. Under some special circumstances where it may become necessary to select a particular Consultant where adequate justifications is available for such single source selection in the context of the Department.

In all other cases Consultants would be engaged through open advertisement through NDMC website as per requirement of the User Department.

- b) No direct application for engagement of Consultant will be entertained.
- c) The persons appointed as Consultant shall submit the application in prescribed performa to the Main Establishment.
- d) The engagement of Consultant will be purely on Contract basis.

Socket ---

17.02.295

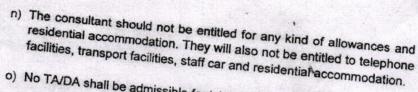
A-42013/35/2021-Secv-Estt

(5) 2-

- e) The applications received shall be screened by the Screening Committee consisting of Secretary, Director (P), Director (Accounts) and Joint Director (Establishment). The recommendation of the Screening Committee shall be final.
  - f) The Consultant so engaged shall enter into an agreement in the prescribed Performa duly signed by the Consultant.
  - g) The Consultant so engaged shall be put to consistent evaluation and their performance on day-to-day basis will be monitored.
  - h) The Consultant shall be engaged initially for a period of six months or as the case may be. The Competent Authority shall terminate the services of Consultant on receipt of any unsatisfactory performance report or discretion of the Competent Authority without assigning any reason. The decision of the competent authority shall be final and binding.
    - i) Consultants shall be eligible for 08 days' leave in a year on pro-rata basis. Therefore, a Consultant shall not draw any remuneration in case of his/her absence beyond 8 days in a Year (calculated on a pro-rata basis). Also unavailed leave in a calendar year cannot be carried forward to next calendar year. The NDMC would be free to terminate the services in case of unauthorised absence of a Consultant by more than 15 days beyond the entitled leave in a calendar year.
      - j) The Consultant shall continue to draw pension and dearness relief on pension, if any, during the period of their engagement as Consultant. Their engagement as Consultant shall not be considered as a case of re-employment.
        - k) The Consultant can discontinue his services by giving one week's
        - The Consultant shall not exercise any statutory, legal or financial power.
        - m) The consultant shall adhere to the Official timings from 9.00AM to 5.30 PM. No relaxation in the arrival and departure timings will be allowed.

hoist of





- o) No TA/DA shall be admissible for joining.
- p) Tax deduction, income tax or any other tax liable to be deducted as per the prevailing rules will be deducted at source before affecting the payment for which the Department will issue TDS Certificate. The service tax if applicable shall be payable extra at the prevalent rates.

# Remuneration to be paid

	o. Catego	Ty Level
1	Categor	considered Considered Profession expert in the subject
2.	Category	Central/State Government/NDMC
3.	Category	level officer of Central/State  Rs. 80,000/-  Rs. 80,000/-  Rs. 80,000/-
4.	Category IV	Central/State Government/NDAG
5.	Category V	Govt./NDMC of Central/State Rs. 50,000
.	Category VI	Deputy Director/Section Of Deputy Director/Section
jo	ategory VII	Assistant/PA level officer of equivalent
		Central/State Government/NDMC  Rs. 25,000/-

Persons being engaged as Consultants on part-time basis may be paid remuneration @ half of the amount mentioned against each category. C.3

Persons who are or were drawing salary DTL pay scales before their retirement and are subsequently engaged as Consultants in NDMC, may be paid remuneration at the same rate as payable to their counter part in the Central/State Government.

Vision 3

- Subsequent to implementation of 7th CPC recommendations, .. salary of all the persons appointed as Consultants have not been revised. As such the salary of existing Consultant would be regulated as under:
  - Consultant who have been appointed after 01.01.2016 or whose term have been extended after 01.01.2016 and his/her remuneration fixed would continue to draw remuneration as per existing rates and their remuneration would be revised prospectively as and when their term is considered for extension.
  - Consultant who has been appointed after 01.01.2016 or whose term has been extended after 01.01.2016 but remuneration have not been revised, would be paid remuneration as per the revised formula.
  - Consultant are appointed after issue of these instructions would be paid remuneration as per revised rates.

(Virender Singh) Director (P-I) Tele: 23744227 7/15

#### Copy to:

- 1. Financial Advisor
- 2. Chief Auditor
- 3. All Head of Departments
- 4. PA to Chairperson
- 5. PA to Secretary
- 6. All JD/DD\$/SO in Establishment Branch
- JD(iT)-to upload on the website of NDMC.
   Jt.CAO(Estt.)/AO(CBS)

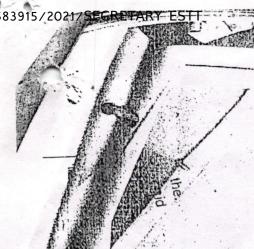
583915/2021/SECRETARY E

C.3 Persons who are or were drawing salary DTL pay scales before their retirement and are subsequently engaged as Consultants in NDMC, may be paid remuneration at the same rate as payable to their counter part in the Central/State Government by determining the equivalency in terms of CPC pay scale drawn for a

2-3.02. val Director (P-I) Tele: 23744227

# Copy to:

- 1. Financial Advisor
- 2. Chief Auditor
- 3. All Head of Departments
- 4. PA to Chairperson
- 5. PA to Secretary
- 6. All JD/DDs/SO in Establishment Branch 7. JD(IT)-to upload on the website of NDMC.
- 8. Jt.CAO(Estt.)/AO(CBS)



NEW DELHI MUNICIPAL COUNCIL PALIKA KENDRA: NEW DELHI ELECT, ESTT. UNIT - I

O.O. No. S.O. (EE-I)/402 /GA-1&III/2017

Dated: 17-3-13

# OFFICE ORDER

In continuation of O.O. No. 748/SO (E)/SA-I(R), dated 17.02.2017 and subj to conditions mentioned therein and corrigendum No. 775/SO (E)/SA-I(R) da 23.02.2017, it has been decided that all the persons, who have been engaged consultant after retirement from the posts having pre-revised Grade Pay lessor th Rs. 4600/- will entitled to draw consolidated remuneration of Rs. 20,000/- per mon

This issue with the prior approval of the Chairperson, NDMC.

(Dharam Ve Deputy Director (Ele (Ph.) 011-23744!

# Copy to:

- Financial Advisor.
- Chief Auditor.
- All Head of Departments.
- PS to Chairperson, NDMC.
- PS to Secretary, NDMC. All JDs/DDs/SOs in Establishment Branch.
- JD (IT) To upload on the website of NDMC. 6.
- Jt. CAO (Estt.)/AO (CBS).

#### File No.A-42011/1172/2020-Secy-Estt.

#### NEW DELHI MUNICIPAL COUNCIL PALIKA KENDRA, NEW DELHI SECRETARY'S ESTT. BRANCH

#### **OFFICE ORDER**

In continuation of O.O. No.748/SO(E)/SA-I (R) dated 17.02.2017 & Corrigendum No.775/SO(E)/SA-I(R) dated 23.02.2017 and O.O. No.SO(EE-I)/1402/GA-I&III/2017 dated 17.03.2017, and in pursuance of O.M No. 3-25/2020-E.IIIA dated 9<sup>th</sup> December, 2020 the monthly remuneration of the Consultants engaged in NDMC is revised w.e.f. 01.02.2021on the following terms and conditions:-

- i. Remuneration of the existing as well as the Consultants who will be engaged in further by NDMC is revised on the formulation of {Last Pay Pension + TA} as per O.M No. 3-25/2020-E.IIIA dated 9<sup>th</sup> December, 2020.
- ii. While computing the remuneration the computed portion of pension will not be taken into consideration and the remuneration will be decided by subtracting the amount of pension which would have been due had the Government employee not commuted a portion of the pension.
- iii. In respect of Persons retired before 01.01.2006/ 01.01.2016, pension being drawn by them on the basis of equivalent amount of pay revised by the subsequent Pay Commissions will be taken into consideration. This stipulation will be more applicable for employees retired from Army/CAPFs long back at comparatively early age (in their 40's).
- iv. The remuneration will not be calculated on a higher/ upgraded scale existing in the parent Department vis-a-vis for a same/ equivalent post in Central Government:-
- a. Remuneration in respect of persons/consultants retired from posts/organizations having pay scales other than those in CPC will be determined by taking into account the level/ scale of the pay of the same / equivalent post in the Central Government (e.g. DTL scales).
- b. Remuneration in respect of persons/ consultants retired from post / organizations having pay scales patterns other than those in CPC (e.g. PSUs, Banks etc.) will be determined by rationalizing their scale of pay in terms of same/equivalent post in the Central Government.
- v. In addition, travelling allowance of Rs. 2000/- p.m will be paid to all the consultants.
- vi. The amount of remuneration fixed shall remain unchanged for the whole term of contract which may be extended in different spells.
- vii. The upper age limit to work as Consultants will be 65 years. However, in case of doctors the upper age limit will be 70 years as the normal age of superannuation of the doctors itself is 65 years.
- 2. This issues with the approval of the Competent Authority, NDMC.

Digitally signed by HARI SINGH Date:Mon Feb 01 17:13:19 IST 2021 ReasonApproved

(Hari Singh)
Dy. Director (Establishment)

# File No.A-42011/1172/2020-Secy-Estt.

- 1. All HODs
- 2. P.S. to Chairman, NDMC 3. P.A. to Secretary, NDMC 4. S.O.(CBS) 5. O.O. File.