



TERM/KRL/ Tender for Consultant-2022/27

Date: 21/01/2022

NOTIFICATION

Sub.: Engagement of consultant for vacant posts in Group B on temporary contract basis in DoT, Kerala LSA, Ernakulum / Trivandrum

Kerala License Service Area (LSA), Department of Telecommunication, Ministry of Communications proposes to engage 2 consultants in Group B cadre on purely temporary and on contract basis for an Initial period of six months extendable further up to a maximum of 6 terms of 6 months or sixty five years of age or till regular manpower is posted whichever is earlier based on his/her performance and requirement of this office.

Applications are invited from retired government servants, retired officers of PSUs or Research organizations with adequate computer knowledge, Technical background as detailed below as consultant in this office. The appointment will be w.e.f. **01/03/2022**.

The details of terms of reference (TOR) of engagement are given below. O/o. Sr. DDG, Kerala LSA, reserves the right to accept or reject in part or in full any or all the responses without assigning any reasons whatsoever.

Application form for the post of consultant on contract basis is enclosed herewith as Annexure-A. Last date for submission of application is **17:00 hrs on 18/02/2022**. Applications received after due date will not be considered.

SI	Terms and conditions	Details
1.	Nature of Duties	Duties may be assigned in any of the works being carried out in Kerala LSA, DOT : a. Service Compliance – CAF audit, EMR audit, Service Testing, Roll out obligation, etc. b. Technology – Secured dedicated telecom network, Time synchronization of Telecom networks, Disaster Technology management, Interconnect Exchanges, Inspection of licensed network, Advocacy & public awareness, PMWANI, etc. c. Security – Operation & maintenance of CMS / IMS, curbing illegal activities, control over clandestine / illegal operation of telecom networks, Analysis of CDR/SDR and other security activity assigned from time to time

		<p>d. Rural – Rural connectivity for DBT, verification of USO sites, RF coverage testing, Telecom connectivity checking, Coverage in tribal hamlets, SLBC, etc.</p> <p>e. Admin – Legal, PG & Vigilance – Admin, DDO works, Personnel grievances, Building, Court cases, Misc. admin activities</p> <p>The consultants may have to go on official tour to discharge the above functions as and when required.</p>
2	Period of engagement	Initial contract would be for a period of 6 months extendable further 6 terms of 6 months or sixty five years of age or posting of regular staff whichever is earlier.
3	Eligibility (should be Graduate in Science / Engineering degree)	<p>Retired Assistant Director or equivalent rank officer (Level 7 / 8 of Pay Matrix) from any Central / State Govt. department or Retired (Grade E2 or higher) executives or equivalent rank officer from Central/State Government PSUs / Research organizations.</p> <p>Not Eligible - BSNL/MTNL VRS 2019 Retirees are not eligible at present</p>
4	Computer Literacy	Knowledge of MS Word, MS Excel, MS Access, PPT is must. Data Base Analysis (Eg: SQL) Programming Knowledge is desirable.
5	Terms and Conditions	<p>Terms and Conditions for hiring services of consultants shall be governed by:</p> <p>(1) DoT OM No.1-50(1)/2018-Estt dated 10th September 2020.</p> <p>(2) Ministry of Finance DoE Office Memorandum F.No.3-25/2020-E.IIIA dated 9th December 2020</p> <p>(3) DoT OM No.03-11/2016/SEA-I (pt-I)/Fin dated 28th December 2017 and Addendum dated 15th February 2018.</p> <p>(4) Order No.3-19/2014-SEA-I/Fin, dated 22/12/2021</p>
6	Age limit	Candidate should not be more than 62 years of age on the date of his engagement
7	Confidentiality of data and documents	<p>The data collected/produced as well as deliverables produced for the O/o Sr. DDG, Kerala LSA shall remain with this office. No one shall utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of this assignment or during the course of assignment from the O/o Sr. DDG, DoT, Kerala LSA, without express written consent of this office. The consultants are bound to hand over the entire set of records of assignments to this office before the expiry of the contract and before the final payment are released by this office.</p>
8	Conflict of interest	The consultants engaged shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of the Department.
9	Closing date for submitting applications	Up to 17.00 Hrs of 18/02/2022
10	Selection procedure	A selection committee shall be constituted for this purpose.
11	How to apply	As per enclosed format named as Annexure-A
12	Application in prescribed proforma alongwith handwritten profile of experience to be forwarded to	Director (Admn), O/o. Sr. DDG, DoT, Kerala LSA, CTO Building, Karakkat Road, South, Ernakulam-682016
13	Vacancies	2 Group-B posts at Ernakulam / Trivandram. Nos. of the consultants to be engaged will be as per the actual requirement, either less or more than the indicated quantity

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Applications are required to be made in the prescribed proforma attached herewith at Annexure-A along with a handwritten profile of experience on a plain paper.

The above said engagement is purely on temporary and on contract basis. The selected candidates will be governed by the provisions of the guidelines for engagement of consultants in DoT as amended from time to time.

G. Kalmi
21.01.2022

Girish.N. Kataria, ITS
Director (Admn)
O/o. Sr.DDG, DoT,

Kerala LSA
Tel: 0484-2206700

Encl. : As stated above

Copy for Information to :

1. Director General Telecom, DoT HQ, New Delhi
2. DDG(Estt)/Director(Estt), DoT HQ, New Delhi
3. Director (IT), DoT HQ, New Delhi with a request to publish on DoT Website under 'Vacancies'
4. JT CCA, Trivandrum

APPLICATION FORMAT FOR THE POST OF CONSULTANTS

**Recent PP
size
photograph
(Self attested)**

1	NAME					
2	PRESENT RESIDENTIAL ADDRESS					
3	DATE OF BIRTH					
4	EMAIL/PHONE					
5	DATE OF ENTRY IN GOVT SERVICE					
6	DATE OF RETIREMENT					
7	EDUCATIONAL QUALIFICATIONS					
8	LAST PAY DRAWN, SCALE AND BASIC PENSION (Copy of PPO to be enclosed)					
9	BRIEF PARTICULARS OF SERVICE WITH NATURE OF DUTIES PERFORMED DURING 5 YEARS PRIOR TO RETIREMENT (Starting from Last appointment)					
	Sl.No	Name of Ministry/Dept.	Period (MM/YY)		Post Held	Nature or work
			From	To		
10	Knowledge of computers (Please tick) MS Word _____ MS Excel _____ MS Access _____ power point presentation _____ Data Base Analysis _____					
11	Information in support of your suitability for the post in not more than one page (A separate page can be annexed to the application)					
This is to certify that no disciplinary proceedings were pending against me on the date of application and the information given above is true to the best of my knowledge and beliefs. The supporting documents would be made available on demand						

Place:
Date:

Signature _____
Full Name _____