



NOTIFICATION

Subject: Engagement of consultants for the vacant post of Group “B” on a temporary contract basis in O/o the Additional Director General Telecom, Assam LSA-Reg.

Assam Licensed Service Area (LSA), Guwahati, Department of Telecommunication, Ministry of Communications proposes to engage the following consultants on a purely temporary and on contract basis for a period of six months or till regular manpower is posted, whichever is earlier:

1. Consultant against vacancy/anticipated vacancy post of AD (Group B) – 2 Nos.
2. Applications are invited from retired Government servants / retired officials of PSUs or Research Organizations with adequate computer knowledge and preferably having knowledge of DoT field unit as mentioned in any of the works as stipulated in **Annexure-A** of this notification. The consultants will be engaged on a short-term contract basis initially for a period of six months. Based on his/her performance and requirement of this office, the contract can be further extended up to a maximum of 6 terms of 6 months each or up to 65 years of age whichever earlier.
3. The nature of duties/works to be performed are mentioned at **Annexure A**.
4. No. of vacancies are tentative and may increase or decrease as per requirement.
5. The Additional Director General Telecom, Assam LSA, DoT, Guwahati reserves the right to accept or reject in part or in full any or all the responses without assigning any reasons whatsoever.
6. The application form for the post of consultant on a contract basis is at **Annexure-B**.
7. The last date for submission of the application is **12.07.2024**. Applications received after the due date will not be considered. Preference will be given to applicants from DoT/BSNL/MTNL/ITI/TCIL background.

This is issued with the approval of Addl. DGT, Assam LSA

Director (Admin.)
O/o Addl. DGT, Assam LSA, DoT
9th Floor, BSNL Bhawan,
Pan Bazar, Guwahati -781001.
Tel -9650099357
Email Id: dira.as-dgt-dot@gov.in

Copy to:

1. Director General Telecommunications(DGT), DoT HQ, New Delhi
2. DDG (Estt.) / Director (Estt.), DoT HQ, New Delhi
3. Director (IT), DoT HQ, New Delhi for publishing on DoT website under ‘Vacancies’
4. GM(Pers.), BSNL Corporate Office, BSNL, Janpath, New Delhi
5. CGMT, Assam Circle, BSNL, Guwahati
6. Notice Board
7. Office Copy.

1. Nature of Duties

Duties/Works may be assigned in any of the following verticals of the Assam LSA:

- a) Service Compliance- CAF Audit, EMR Audit, Service Testing, Roll out obligation, etc.
- b) Technology- Secured dedicated communication network, Time Synchronisation of Telecom Networks, Disaster Technology Management, interconnect Exchange, Inspections of Licensee Network, Advocacy & Public Awareness, ISP licences, PM WANI, MTCTE etc.
- c) Security-Operation and Maintenance of CMS/ IMS, curbing illegal activities/ Control over clandestine/illegal operation of telecom networks, Analysis of CDR/SDR, and other security activities assigned from time to time.
- d) Rural- Rural connectivity for DBT, verification of USO sites, RF coverage testing/ telecom connectivity checking, BRI, National Broadband Mission etc.
- e) Admin, Legal, PG & Vigilance- Admin, PG, Building, Vigilance, Court case & Misc, Admin activities, Establishment, Accounts, finance and DDO functions like PFMS operation, GeM, Vendor bills, personal claims of staff, salary and allowances, Taxation matters, examining settlements etc.

2. Period of Engagement: -

The initial contract would be for a period of six months extendable further up to a maximum of 6(six) terms of 6(six) months each or up to 65 years of age whichever is earlier depending on his/her performance. Satisfactory performance from the controlling officer is desirable for extending the terms on each occasion.

3. Eligibility: -

- a) For the officers retired from Central Government: -

For consultant at AD Level (Group-B) – Retired from CDA scale with substantive grade of Level 8 of the 7th CPC.

- b) For the officers retired from PSUs: -

For consultant at AD Level (Group-B) – Retired from CDA scale with minimum substantive grade of Level 8 of the 7th CPC or equivalent IDA scale or holding analogous post or above.

Preference will be given to applicants from DoT/BSNL/MTNL/ITI/TCIL background.

4. Remuneration and allowance per month:-

The remuneration and allowances payable will be as per Department of Expenditure, Ministry of Finance OM No. 03-25/2020-E-IIIA dated 09.12.2020 endorsed by DoT letter no. 1-3(01)/2021-PAT dated 08-02-2021 and that of the retired PSU employees will be in accordance with DoT HQ Letter n0 3-10/2014-SEA-I/Fin dated 29-03-2022 and subsequent amendments/orders issued by DoT HQ in this regard from time to time. Taxes as per prevailing rules shall be deducted before effecting any payment.

4.1. The amount of remuneration so fixed shall remain unchanged for the terms of the contract. There will be no annual increment / percentage increase during the contract period.

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

4.3. No HRA shall be admissible.

4.4. An appropriate and fixed amount as Transport Allowance for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement. The amount so fixed shall remain unchanged during the term of appointment. However retired employees engaged as consultants may be allowed TA/DA on official tour if any as per entitlement at the time of retirement. No TA/DA is admissible for joining the assignment or on its completion.

4.5. Paid leave of the absence may be allowed at the rate 1.5 days for each completed month of service. Accumulation of leave beyond a calendar year may not be allowed. No remuneration for the period of absence in excess of the admissible leave will be paid to consultants. Also, un-availed leaves shall neither be carried forward to the next contract term nor encashed.

5. Age Limit: -

Candidate should not be more than 64 years of age on the last date of application.

6. Working Facilities to be provided: -

Only the basic facilities/infrastructure will be provided to the contract employee. No transport or telephone/internet facility at residence etc. shall be provided.

7. Working hours:

Working hours shall normally be from 9:30 AM to 6:00 PM during working days including half an hour lunch break in between. However, depending on the exigency of work and if required, the contract employees may have to reach office 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 required late sitting or coming on holidays.

8. Confidentiality of data and documents: -

The data collected/produced as well as deliverables produced for the O/o Additional Director General Telecom, Assam LSA, Guwahati, 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 proceeding or information collected for the purpose of this assignment or during the course of assignment from the O/o Additional Director General Telecom, Assam LSA, Guwahati, without the express written consent of this office. The consultants are bound to hand over the entire set of records of assignment to this office before the expiry of the contract and before the final payment is released by the office. The contract employee shall sign an agreement of confidentiality with the Government of India to this effect which shall contain a clause on Ethics and Integrity.

9. 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 or Government of India. No contract employee would be permitted to take up any other assignments during the period of engagement.

10. Closing date for submission of applications:-

Up to 15:00 Hrs on 12.07.2024

11. Selection Procedure:-

A selection panel shall be constituted for this purpose and it will be valid for a period of 6 months. The decision of the department in the matter of selection of consultants shall be final and binding. Suitable candidates may also be called for interaction/interview. No TA/DA will be paid for interaction/interview.

Panel of suitable candidates will be maintained in the order of their ranking in the selection process. The consultant will be engaged from the panel on requirement and job profile. After selection of suitable candidate(s) from the panel for appointment as consultant and obtaining necessary approval of the competent authority, an offer letter shall be issued to successful candidate, clearly indicating the terms and conditions of engagement.

No consultant shall be allowed to join without first submitting an undertaking towards acceptance of the terms and conditions as mentioned in the offer letter.

12. How to Apply:-

Interested and eligible candidates may submit all pages signed and dully filled up, as per format named as **Annexure-A, Annexure-B and Annexure-C** to be sent to this office in hard copy by post or scanned copy by email to dira.as-dgt-dot@gov.in. Applications should reach this office within the due date i.e. upto 15:00 Hrs of 12.07.2024. Application received after due date will not be considered.

13. Special Condition:-

The consultant may have to perform outdoor duties in all over Assam LSA Jurisdiction. Those who are not able to perform outdoor duties may not apply.

The extent terms and conditions issued by central Govt. for engaging the retired personnel shall also be applicable.

14. Accident, Injury etc. During the period of engagement :-

O/o Additional Director General Telecom, Assam LSA, shall not be responsible for any loss, accident, damage, injury suffered by the contract employees whatsoever arising in or out of the execution of his/her work, including travel.

15. Application to be forwarded to: -

Director (Admin), O/o Addl. DGT, Assam LSA, DoT, 9th Floor, BSNL Bhawan, Pan Bazar, Guwahati - 781001.

16. Termination of contract:-

The contract may be terminated by either of the party with prior notice of 30 days even before expiry of contact period. The above-said engagement is purely on a temporary and contract basis. The selected candidates will be governed by the provision of the guidelines for the engagement of consultants in DoT as amended from time to time.

APPLICATION FORMAT FOR THE POST OF CONSULTANT

1. Name :
2. Father's name :
3. Present Residential Address:
4. Aadhaar Number (Last six Digits as format xxxxxx12345) :
5. Date of Birth(DD/MM/YYYY):
6. E-mail address with telephone/Mobile number:
7. Date of entry into Government Service:
8. Date of retirement:
9. Whether retired from central Govt.PSU (PI specify) :
10. Last Month Basic pay drawn(on superannuation):
11. Basic Pension Drawn as :
12. Basic pension Drawn in CDA/IDA
13. Educational Qualification:
14. Brief particulars of service with nature of duties performed for 10 years before retirement (additional page may be attached if required).

Recent
Passport size
photograph
(Self attested)

Sl.No	Name of Ministry/Dept.	Period (DD/MM/YYYY)		Post Held	Nature of work done
		From	To		

15. Brief particulars of service with nature of duties performed for after retirement till date, if any (additional page may be attached if required).T

Sl.No	Name of Ministry/Dept.	Period (DD/MM/YYYY)		Post Held	Nature of work done
		From	To		

		From	To		

16. Knowledge of Computer

MS Word	
MS Excel	
MS Power point presentation	
Any other (Please specify)	

17. Additional information, if any, in support of your suitability for the post.

The candidate has to submit a detailed resume on his experience, works handled related to Telecom sector activities, and other official functions (Not more than 2 pages)

18. The following documents must be attached with the application.

- i) LPC of last month of service
- ii) Latest three months pension amount (Bank/Postal statement of Pension/ Saving account)
- iii) Copy of PPO

DECLARATION

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 belief. The supporting documents would be made available on demand; and that I unequivocally and unconditionally accept all the terms & conditions of Circular No. TERM.AS/Admin/consultant/22-23 Dated: 22-03-2023

Yours faithfully

Date:

Signature:

Full Name:

Place:

DECLARATION

I, _____ hereby declare that my engagement as Consultant in Assam LSA, Department of Telecommunications, Guwahati is purely on short term contract basis.

II. I shall not have any right to claim for seniority or regular service in the Government/LSA on the basis of the service rendered by me as a Consultant in Assam LSA.

III. I am not entitled for any other entitlement in the Department of Telecommunications or Assam LSA except consolidated lump sum payment admissible as per rule and therefore will not resort to lay any claim for the same.

Place:

Date:

Signature of the applicant