



TERM/KRL/ Tender for Consultant-2022/ 49

Date: 02/11/2022

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 3 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 officials 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. **01/01/2023** or beyond.

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 15/12/2022**. Applications received after due date will not be considered.

Sl	Terms and conditions	Details
1.	Nature of Duties	<p>Duties may be assigned in any of the works being carried out in Kerala LSA, DOT :</p> <ol style="list-style-type: none">Service Compliance – CAF audit, EMR audit, Service Testing, Roll out obligation, etc.Technology – Secured dedicated telecom network, Time synchronization of Telecom networks, Disaster Technology management, Interconnect Exchanges, Inspection of licensed network, Advocacy & public awareness, PMWANI, etc.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 timeRural – Rural connectivity for DBT, verification of USO sites, RF coverage testing, Telecom connectivity checking, Coverage in tribal hamlets, SLBC, etc.Admin – Legal, PG & Vigilance – Admin, DDO works, Personnel grievances, Building, Court cases, Misc. admin activities <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 Diploma/Degree or equivalent any of the experience in fields indicated in Sl.No. 1	<p>a. For consultant at JTO level(Group B)-Retired from CDA Scale with Minimum substantive grade of Level 7 of the 7th CPC or equivalent IDA scale or holding analogous post or above(also in case of any vacancy arising out in future at DOT Kerala LSA)</p> <p>b. 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 (in case of any vacancy arising out in future at DoT Kerala LSA)</p> <p>c. As of now, applications of retirees of BSNL/MTNL under VRS-2019 scheme will not be considered at this stage.</p> <p><i>Not Eligible - BSNL/MTNL VRS 2019 Retirees are not eligible at present</i></p>
4	Remuneration	The monthly consolidated fee/remuneration payable to the retired persons engaged as consultants shall be in accordance with the Department of Expenditure OM no. 3-25/2020-E.III A, dated 09-12-2020 endorsed by DoT letter No.1-3(01)/2021-PAT, dated 08-02-2021 and No.3-10/2014-SEA-I/Fin, dated 28/03/2022 (copy at Annexure B) and as amended from time to time. The amount of remuneration so fixed shall remain unchanged for the term of contract. There will be no annual increment/percentage increase during the contract period.
5	Allowances	<p>No increment and Dearness Allowance shall be allowed during the term of contract no House Rent Allowance shall be admissible.</p> <p>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 engaged consultant at the time of retirement</p> <p>The engaged consultant may be allowed TA/DA on official tour. If any as per the entitlement at the time of retirement.</p>
6	Leave of absence	Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond a calendar year may not be allowed.
7	Income Tax	Income tax or any other tax liable to be deducted as per prevailing rules will be deducted at source before effecting the payment for which the department will issue TDS certificate. Service tax as applicable shall be payable extra as the prevailing rates
8	Computer Literacy	Knowledge of MS Word, MS Excel, PPT will be given due weightage while shortlisting the candidate. Data base analysis (eg. SQL) Programming knowledge is desirable.
9	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>
10	Age limit	Candidate should not be more than 62 years of age on the last date of this application 30-11-2022

11	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> <p>The Consultant so engaged shall sign an agreement of confidentiality with the Department of Telecommunications containing a clause of Ethics and Integrity.</p>
12	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.
13	Closing date for submitting applications	Up to 17.00 Hrs of 15/12/2022
14	Selection procedure	<p>A selection panel shall be constituted for this purpose and it will be valid for a period of 6 months. The panel will be drawn after scrutiny of applications /supporting documents and telephonic/online interview and willingness to work. A panel of consultants will be drawn separately for DoT Kerala LSA for future vacancies.</p> <p>The decision of the department in the matter of selection of consultants shall be final and binding upon the applicants. The empanelled list will be informed to the applicants.</p>
15	How to apply	As per enclosed format named as Annexure-A
16	Termination of contract	<p>The contract may be terminated by either of the party with prior notice of 30 days.</p> <p>The above said engagement is purely on temporary and on contract basis. The selected candidates will be governed by the provision of the guidelines for engagement of consultants in DoT as amended from time to time.</p>
16	Application in prescribed proforma along with handwritten profile of experience to be forwarded to	Director (Admn), O/o. Sr. DDG, DoT, Kerala LSA, CTO Building, Karakkat Road, South, Ernakulam-682016
18	Vacancies	3 Group-B posts at Ernakulam / Trivandram. Number of the consultants to be engaged will be as per the actual requirement either less or more than the indicated quantity

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.


 02.11.2022
 Girish.N. Kataria, ITS
 Director (Admn)
 O/o. Sr.DDG, DoT, Kerala LSA
 * Tel: 0484-2370500

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 _____

F No 3 25/2020-E.IIIA
Government of India
Ministry of Finance
Department of Expenditure

Dated the 9th December, 2020

Office Memorandum

Subject: Regulation of Remuneration in case of Contract Appointment of Retired Central Government Employees.

The undersigned is directed to say that Ministries/Departments appoint retired Central Government employees on contract basis, including as Consultants on contract basis. However, at present there are no uniform guidelines for regulation of remuneration in such cases.

2. The existing instructions of Department of Personnel and Training, as contained in their Central Civil Services (Fixation of Pay of Re-employed Pensioners) Orders, 1986, as amended from time to time, provide for regulation of pay in case of re-employment. However, the instructions of Department of Personnel & Training as contained in their OM No. 26012/6/2002- Estt (A) dated 9.12.2002 provides that re-employment beyond the age of superannuation of 60 years shall not be permissible. Also, as per their OM No. 3(3)/2016-Estt (Pay II) dated 1.5.2017, the pay plus gross pension on re-employment is not to exceed Rs.2,25,000/-, i.e. Pay Level 17 as applicable to an officer of the level of Secretary to the Government of India.

3. Aforementioned instructions of Department of Personnel & Training on pay fixation in case of re-employment apply only to persons appointed on re-employment. These are not applicable to persons employed on contract basis except where the contract provides otherwise. Accordingly, in cases of appointment of retired Central Government employees on contract basis after the age of superannuation at 60 years, the instructions on pay fixation on re-employment will not directly apply.

4. Department of Personnel & Training has also informed that they are in the process of drafting a Note for Committee of Secretaries (CoS) regarding guidelines for engagement of retired Government servants as Consultant in Government Ministries and Department. In view of this, till Department of Personnel and Training finalizes their guidelines, there is a need to regulate remuneration in such cases of contract appointment of retired Central Government employees on a uniform basis. The matter has, therefore, been considered and it has been decided that regulation of remuneration in case of appointment of retired Central Government employees on contract basis, including as consultants, shall be regulated as provided hereinafter.



5 At the outset such appointments shall not be made as a matter of practice and must be kept at a bare minimum. Such appointments may be made only in the justified exigencies of the official work where public interest is served by appointment of the retired employee. While making such appointments, adequate functional necessity with clear grounds must be placed before the appointing authority.

6. Remuneration

6.1 A fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount of remuneration so fixed shall remain unchanged for the term of the contract. There will be no annual increment / percentage increase during the contract period.

Example

An employee retired in the Pay Level 13 and the pay at the time of retirement was Rs. 1,55,900. Thus, the basic pension will be Rs. 77,950. If the employee is appointed on contract basis, including as Consultant, the remuneration shall be fixed at Rs.77,950 (1,55,900-77950).

6.2 The basic pension to be deducted from the last pay drawn shall be the pension as fixed at the time of retirement and as such, if the employee has availed of the commuted value of pension, the commuted portion of pension shall also be included in the portion of pension to be deducted. Thus, in the above example, if 40% of pension was commuted, the commuted portion shall be Rs. 31,180 (40% of 77,950) and the pension actually drawn shall be Rs. 46,770. However, the amount of pension to be deducted from the last salary shall be Rs 77,950.

6.3 No Increment and Dearness Allowance shall be allowed during the term of the contract.

7. Allowances

7.1 House Rent Allowances

No HRA shall be admissible.

7.2 Transport Allowance

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 their entitlement at the time of retirement.

R. M. Ph

7.3 Leave of absence

Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond a calendar year may not be allowed.

8. Term of Appointment

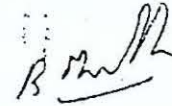
8.1 The term of appointment shall ordinarily be for an initial period not exceeding one year which is extendable by another one year. Beyond two years after the age of superannuation where adequate justification exists, the term may be extended based on a review of the task and the performance of the contract appointee, provided it shall not be extended beyond 5 years after superannuation.

8.2 The consultant shall sign an agreement of confidentiality with the Government of India containing a clause on Ethics and Integrity.

9. Exemptions

The terms of appointment provided for in these orders shall not apply to cases and to the extent where the Appointments Committee of Cabinet has allowed special terms OR where special provisions have been allowed with the approval of the Department of Personnel & Training OR Department of Expenditure.

10. These orders shall apply to appointments made in the Central Government and shall be effective from the date of issue of the orders, until further orders or until instructions are issued by DoPT regulating remuneration of retired Government employees on their engagement as consultants. The past cases shall not be reopened in the light of these orders until the normal term of those past cases. Any relaxation of the above will be required to be referred to Department of Expenditure.



(B.K. Manthan)
Deputy Secretary

To,

All the Ministries and Departments of the Government of India as per the standard list.

No.3-10/2014-SEA-I/Fin.
Government of India
Ministry of Communications
Department of Telecommunications
(Integrated Finance Division)

New Delhi, dated 28 March, 2022

**Subject: Engagement of retired PSU's employees on contract basis in DoT--
Fixation of remuneration thereof.**

Reference is invited to this division letter of even number dated 22.12.2021 on the subject matter. The matter of fixation of remuneration in respect of PSUs retirees engaged on contract basis in DoT has been consulted with Ministry of Finance, Department of Expenditure who have now provided the following clarification –

- (a) To arrive at the remuneration, concerned division office may ascertain equivalent level of post in the Central Government at which the retired PSU employee is proposed to be appointed on contract basis. Then the notional pay of such post in Central Government may be arrived at by taking the mean of Cell-I and Cell-10 of the corresponding Pay level of such post. The sum so arrived may be treated as last basic pay and 50% of such basic pay may be allowed as remuneration. The other terms & conditions and allowances shall be decided as per DoE's instructions vide OM No. 3-25/2020-E.IIIA dated 09.12.2020.
 - (b) No increment and Dearness Allowance (DA) shall be allowed during the term of the contract. Transport Allowance and leave may be in accordance with DoE OM No. 3-25/2020-E.IIIA dated 09.12.2020.
2. The concerned head of office shall be responsible for ascertaining equivalent level of post in the Central Government at which the retired PSU employee is proposed to be appointed on contract basis.
 3. It is clarified that these guidelines shall be applicable only for fixing remuneration of PSU retirees (Direct Recruits, Combined service optees and Pro-rata retirees) and not for Central Government retirees. The engagement of retired Central Govt. employees in the department will continue to be done as per provisions contained in the DoE order No. 3-25/2020-E.IIIA dated 09.12.2020. Further, these instructions shall also not be applicable to BSNL/MINL VRS 2019 retirees.

Arvind Jain

4. These instructions are issued with concurrence of Member (F) and approval of Secretary (T) and take immediate effect.


28/3/22
(Amanullah Tak)
Director (Finance)
Tel: 011-23036037

To,

1. All Sr.DDsG/DDsG/JWA in DoT HQ.
2. DDG (E&AM) for CGCA & all CCAs.
3. DDG (Estt.) for DG (T) & all LSAs.
4. Heads of TEC, NICF, NTIPRIT

Copy to:

1. Sr.PPS to Secretary (Telecom)
2. Sr.PPS to Member (F)/Member (T)/ Member (S)
3. PPS to AS (T)/Advisor (F)/ WA/ Administrator USOF
4. PS to DDG (F), DDG (C&A), DoT HQ
5. Spare copy for publishing on DoT's office notice board.


28/3/22
(Amanullah Tak)
Director (Finance)
Tel: 011-23036037