



लोकहितार्थ सत्यनिष्ठा  
Dedicated to Truth in Public Interest

कार्यालय महालेखाकार (लेखा व हकदारी), पंजाब, चंडीगढ़  
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E),  
PUNJAB, CHANDIGARH.  
Plot No.-20, Sector-17E, Chandigarh-160017  
E-mail: agaepunjab@cag.gov.in  
क्रमांक: Admn-I/Consultant/Misc/21-22/3535-36  
दिनांक:- 02.02.2022

To,

✓  
Sr. Accounts Officer,  
IT Support Cell

**Subject:- Notifications for the post of consultant in ETDC, Mohali.**

Please refer to the subject cited above and find enclosed herewith the notification dated 12.01.2022 received from Electronics Test and Development Centre regarding hiring of one retired govt. servant on short term contract basis as Consultant for uploading on this office website (IT Support Cell).

**Encl: As above**

  
Sr. Accounts Officer (Admn-I)

Copy of notification dated 12.01.2022 received from Electronics Test and Development Centre forwarded to Institute of Public Auditors of India, North West Chapter, Chandigarh, Pr. AG Punjab Office Building, Sector-17, Chandigarh-160017 for informing the retired members of IA&AD.

**Encl: As above**

Sd/-  
Sr. Accounts Officer (Admn-I)

**Fwd: Engagement of on one no. Retired Govt Servant as a Consultant in ETDC, Mohali**

**From :** saurabh ranjan <aaocrt2.pjb.ae@cag.gov.in> Mon, Jan 17, 2022 12:59 AM  
**Subject :** Fwd: Engagement of on one no. Retired Govt Servant as a Consultant in ETDC, Mohali 2 attachments  
**To :** SUMIT KUMAR <aaoadmin1.pjb.ae@cag.gov.in>

e-DAK No.642

Dated: 07.12.2020

**From:** "Kapil Kumar" <kapil@stqc.gov.in>  
**To:** "agaepunjab" <agaePunjab@cag.gov.in>, "PAG AU Haryana Chandigarh" <agauHaryana@cag.gov.in>, "AG AUDIT PUNJAB" <agaupunjab@cag.gov.in>, "Principal Accountant General Haryana" <agaeHaryana@cag.gov.in>, "DIRECTOR GENERAL AUDIT CENTRAL CHANDIGARH" <pdacchandigarh@cag.gov.in>, agaeHimachal@cga.gov.in, "PCDA WC CHANDIGARH" <cda-chd@nic.in>, pibchandigrh@gmail.com, dkjain@cdac.in, hpk@cdca.in, "ajay shrivastava" <ajay.shrivastava@stpi.in>, ragani@nielit.gov.i, "ccit chandigarh" <ccit.chandigarh@incometax.gov.in>, "Panchkula pcit" <Panchkula.pcit@incometax.gov.in>, "DDGN BIS NRO Chandigarh" <ddgn@bis.gov.in>, "NRO Chandigarh" <nro@bis.gov.in>, "DIG CHG" <digchg@cbi.gov.in>, "CGM CGM" <cgm\_punjab@bsnl.co.in>, "CCU CGST Chandigarh Zone" <ccu-cexchd@nic.in>, "Director Rani Bindu Sachdev CDTI" <cdts.chd@nic.in>, "CDTI Chandigarh" <cdtsadm@chd.nic.in>, cfsi-chd@nic.in, Chandigarh@cag.gov.in, dsmartoliya@dgsnd.gov.in, cgmpunjab@bsnl.co.in, "Ajay Rampal" <sio-punjab@nic.in>, "Vivek Verma" <sio-chdut@nic.in>, "yashpal" <yashpal@nic.in>, "Deepak Bansal" <sio-hry@nic.in>, "nssrc chd" <nssrc.chd@gmail.com>, "ol chandigarh" <ol.chandigarh@mca.gov.in>, "ocfc.ofb" <ocfc.ofb@nic.in>, chandigarh@air.org.in, director1wc@dggest.org, director@scl.gov.in, pga@scl.gov.in, "a ganju" <a.ganju@sase.brdo.in>, drtbri@chd.nic.in, bgarg@uidai.net.in, "Addl CPFC PB HP" <acc.pbhp@epfindia.gov.in>, "Punjab, Haryana & Chd GDC" <Phc.gdc soi@nic.in>, "Branch DS Chandiga rh" <bdsc@cag.gov.in>, arun@intech.res.in, ctrg-chd@nic.in, "Sh. Mohd. Sajid Nizami" <dylcchandigarh@nic.in>, kvsziechd@gmal.com, register@nipr.ac.in, diector@nier.ac.in, "Deepak Bansal" <sio-hry@nic.in>, "ocfc.ofb" <ocfc.ofb@nic.in>, defprochd@gmail.com, "rohfw chd" <rohfw\_chd@yahoo.com>, bgarg@uidai.net.in, agaeHimachal@cag.gov.in  
**Cc:** "Pooja Pooja" <pooja@stqc.gov.in>, "Krishan Murari Chhabra" <kmchhabra@stqc.gov.in>, "rsahi.stqc" <rsahi@stqc.gov.in>  
**Sent:** Monday, January 17, 2022 1:22:18 PM  
**Subject:** Engagement of on one no. Retired Govt Servant as a Consultant in ETDC, Mohali

Madam/Sir

I am directed to forward herewith a attached circular dated 12.01.21 w.r.t. Engagement of on one no. Retired Govt Servant as a Consultant in ETDC, Mohali. It is requested to circulate it in your office for wide publicity.

सादर/Regards,

कपिल कुमार / Kapil Kumar  
 अनुभाग अधिकारी / Section Officer

2(1)/2022-Estt./ETDC(MH)

इलेक्ट्रॉनिकी परीक्षण तथा विकास केंद्र

**ELECTRONICS TEST AND DEVELOPMENT CENTRE**

बी-108 , फेज 8, औद्योगिक क्षेत्र, मोहाली (पंजाब) -160071

B-108, Phase-VIII, Industrial Area, (Punjab)-160071

दूरभाष Ph : 0172-2236707 फैक्स Fax: 0172-2236681

वेबसाईट Website : [www.stqc.gov.in](http://www.stqc.gov.in) ई-मेल E-mail: [etdcmh@stqc.gov.in](mailto:etdcmh@stqc.gov.in)

Dated : 12.01.2022

**CIRCULAR**

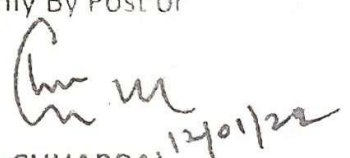
**Subject: Engagement of one (01) Retired Govt. Servants as Consultant in ETDC Mohali for a period of one year on contract basis - reg.**

Electronics Test and Development Centre, Mohali under STQC Directorate, Ministry of Electronics & Information Technology (MeitY), invites applications from retired Govt. servants who have retired from the post of Under Secretary, Section Officer, Administrative Officer, Assistant Section Officer or equivalent for engagement as Consultant 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.

The details including Eligibility criteria, Terms & Conditions and application format are enclosed at Annexure-I & II. The Director, ETDC Mohali reserves the right to accept or reject in part or full or all the responses without assigning any reasons whatsoever.

The last date for receipt of applications, in the prescribed format, is **24<sup>th</sup> January, 2022 (Upto 5:00 PM)**. Applications received after due date/time and without supporting documents i.e. Copy of PPO and Last Pay Certificate, will not be considered.

Application, as per Annexure-II, may be sent to The Director, Electronics Test and Development Centre, B-108, Phase-VIII, Industrial Area, (Punjab)-160071 only By Post or email.

  
(K.M. CHHABRA)

Scientist D & Head(Admn)

To:

1. AG office, Punjab , Haryana - Chandigarh for display.
2. AG office, Shimla (H.P) for display.
3. Local Central Govt. Offices - Chandigarh
4. STQC Website.

**ELECTRONICS TEST AND DEVELOPMENT CENTRE,  
MOHALI**

STQC, Directorate

Ministry of Electronics and Information Technology

Govt. of India

**Terms and Conditions for Engagement of Consultant**

**1. Eligibility and Job Description:**

- a) The candidate should have retired from Central Government Ministries / Departments having experience of functioning in Govt. Bodies.
- b) The candidate who have retired from the post of Under Secretary, Administrative officer, Section officer, Assistant Section Officer or equivalent, are eligible for engagement to the position of Consultant.
- c) The candidate should have good communication and interpersonal skills, fair knowledge of computer applications such as MS word, MS Excel and Power Point etc.
- d) The candidate should have flair knowledge in noting/drafting, various establishment/finance related rules/regulations of Govt. of India and capable of handling Administrative matters in one or more of the following areas:  
*General Administration, framing of Rules & Regulations, Vigilance matters, Court cases, Parliament Questions and related matters, RTI, Procurement Matters, examination of financial proposal, grant-in aid*

**2. Period of Engagement:**


- a) The engagement of Consultant 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 ETDC, Mohali and performance review of the consultant or but shall not be extended beyond 5 years after superannuation.
- b) The engagement of consultant would be on full-time basis and they would not be permitted to take up any other assignment during the period of consultancy with ETDC, Mohali.
- c) The engagement of Consultant would be of a temporary nature against the tasks assigned. The engagement can be cancelled at any time by ETDC, Mohali without assigning any reason.

**3 Age Limit:**

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

**4 Remuneration**

- a. A fixed monthly amount shall be paid as per the Government norms, arriving at by deducting the basic pension (gross) from the last basic pay drawn at the time of retirement.
- b. No increment and Dearness allowance shall be allowed during the term of the contract.

  
12/11/22

## 5 Selection Procedure

Candidates meeting the conditions shall be shortlisted on the basis of criteria like experience in the relevant areas, qualification etc. The Consultant will be selected by a duly constituted committee.

## 6. Working facilities to be provided:

Only the basic facilities/infrastructure will be provided to the consultant. No Transport of Telephone/Internet facility at residence etc., shall be provided.

## 7. Other entitlements of Consultant:


- a. **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.
- b. **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.
- c. **Accommodation/HRA:** No accommodation or HRA will be provided by the Ministry.
- d. **Transportation Allowance:** A fixed amount of Rs. 7,200/- (for Govt. Servants retired at Level-9 and above/Rs. 3,600/- (for Govt. Servants retired at Level 6 to 8) 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:

- a. The consultant shall have to work as the working hours of the Electronics Test & Development Centre, Mohali. 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.
- b. The Consultant will be required to mark their attendance in Bio-metric System.

## 9. Tax Deduction at Source (TDS):

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.

  
12/11/22

## 10. Confidentiality of data and documents

The consultant 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 office. The Consultant shall be bound to hand over the entire set of records of assignments in the office on or before the expiry of the contract and before the final payment is released by the office. The consultant shall sign an agreement of confidentiality with the Government of India to this effect which shall contain a clause Ethics and Integrity.

## 11. Conflict of Interest

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

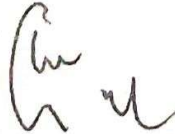
- a. ETDC, Mohali may terminate the services of the Consultant. If:
  - i. *The consultant is unable to accomplish the assigned works.*
  - ii. *Quality of the accomplished work is not to the satisfaction of ETDC, Mohali.*
  - iii. *The Consultant fails in timely achievement of the milestones as decided by ETDC, Mohali.*
  - iv. *The Consultant is found lacking in honesty and integrity.*
  - v. *Posting of a government official who could do the Consultant job.*
  - vi. *The requirement of consultant for the work assigned ceased to exist.*
  - vii. *The undertaking / information given by the candidate is found to be false.*
  - viii. *The consultant completes 5 years of retirement.*
- b. 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

ETDC, Mohali 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 ETDC, Mohali

ETDC, Mohali reserves the right to cancel and not to proceed in the matter for engagement of consultant at any stage without giving any reason, Whatsoever.

  
12/1/22