



शिक्षा का अधिकार

सर्व शिक्षा अभियान
सब पढ़ें सब बढ़ें

SAMAGRA SHIKSHA-DELHI

(A Society under Education Department, Govt. of NCT of Delhi)

Lucknow Road, Delhi – 110054

Email:spd_delhi@rediffmail.com

DE29(1)18/UEEM/ADMN/2019-20/ 3961-62

Dated: 16/3/22

Public Notice

Samagra Shiksha-Delhi, desires to engage 01 Consultant (Finance) and 01 Consultant (**Sports & Physical Education**) for the year **2022-23** through online application. Details such as the Number of post, Educational Qualification, Age-limit, Experience, Monthly emoluments and the prescribed Application form etc, are available on the official website www.edudel.nic.in.

S. No.	Name of Post	Prescribed Qualification	
		For Direct Candidate	For Retired Candidate
1	Consultant (Finance)	<p>Essential</p> <p>(i) Graduation in Commerce subject with CA/Cs/CMA.</p> <p>(ii) 5 years experience in Costing & Budgeting/Accounting/Auditing etc.</p> <p>(iii) Age Limit:- Below 40 Years at the time of applying the post.</p> <p>Job Requirements/Skills</p> <p>i. Strong Financial-Managerial skills.</p> <p>ii. Strong and proven abilities to implement, monitor financial control using various platforms such as PRABANDH portal and PFMS etc. and correspondence with Ministries/Departments for various financial matters.</p> <p>iii. Projection of financial statements, cash & fund flow, Balance-sheet analysis etc.</p> <p>iv. Bank reconciliation, supervision & finalization of financial statement of various entities in compliance with FM&P Manual of Samagra Shiksha.</p>	<p>Not Applicable</p>

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	Consultant (Sports & Physical Education)	Not Applicable	<u>Essentials</u> <ol style="list-style-type: none"> i. Retired from the post of Assistant Director of Education (ADE) or Equivalent/higher post. ii. Minimum five years of experience in the field of School Sports/Physical Education. iii. Age Limit: below 62 years at the time of applying for the post.
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Guidelines for engaging Direct/Retired Government employees as Consultants in Samagra Shiksha-Delhi.

Number of Consultant:

The appointment of Consultant is of a temporary (non-official) nature. The total number of Consultants to be engaged by the Samagra Shiksha-Delhi as per actual requirement is **2**.

(a) Eligibility Criteria:

- (i) **Qualification and Experience:** Qualifications and Experience have been fixed keeping in mind the requirements of the interventions for direct candidates and Retired Employee of Central Government/State Government having considerable experience of functioning of Central Government Ministries/State Government Departments.
- (ii) **Age Limit:** Normally, the maximum age limit for rendering service for all categories of Consultants will be 65 years. However, engagement beyond 65 years and upto 70 years may be resorted to in deserving cases with the approval of The Principal Secretary (Education)/President-EC, Samagra Shiksha-Delhi keeping in view of his/her good health and level of expertise.

(b) Procedure for Selection of Consultant:

Engagement of One Consultant (Finance) & One Consultant (Sports & Physical Education) shall be done by inviting applications on the website of Education Department i.e. www.edudel.nic.in only, in the manner as follows:

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- i) A circular/advertisement shall be uploaded on the website of Education Department inviting applications from willing/eligible persons for engagement as Consultants. The closing date for submission of applications should be at least 10 (ten) days from the date of issue of the circular.
 - ii) A **Screening-cum-Selection Committee** shall be constituted by the Samagra Shiksha-Delhi for selection of Consultant.
 - iii) The Committee shall first shortlist the applications on the basis of the criteria decided by it. Thereafter, the Committee may hold a personal interaction with the shortlisted candidates, if required. All the members of the Committee will separately assign the marks to interviewed candidates. Those securing highest marks shall be recommended by the Committee for engagement. In case of stalemate, the decision of the President EC-Samagra Shiksha-Delhi shall be final. Criteria to shortlist could be experience in the field, depth of relevant knowledge, qualification, etc.
 - iv) After selection of suitable candidate(s) for appointment as Consultant and obtaining necessary approvals of Competent Authority, an offer letter shall be issued to successful candidates.
 - v) Offer letter/Engagement letter consist of following terms and conditions:
 - Period of engagement
 - Nature of engagement
 - Remuneration, leave and allowance
 - Clause regarding confidentiality of data and documents and conflict of interest
 - Events under which such engagement may be terminated prematurely
 - Any other clause/point peculiar to such engagement
- (c) **TA/DA:** No TA/DA shall be admissible for joining the assignment or on completion. Consultant will not be allowed foreign travel at Government expenses. However, Consultant shall be allowed TA/DA for their travel inside the country in connection with the official work as follows:
- (i) TA- Reimbursement of Second AC Train fare/Air fare (economy class).
 - (ii) DA admissible as per rule.
- (d) **Evaluation of Performance of the Consultant:** There will be a continuous monitoring of the performance of the consultant to ascertain that the output of the consultancy is in line with the given objectives.
- (e) **Remuneration:** Remuneration will be Rs. 64,408/- (consolidated) per month.
- (f) **Allowances:** Consultant shall not be entitled to any allowance such as Transport Allowance, Dearness Allowance, Residential Telephone, Residential Accommodation, Personal Staff, CGHS, Medical Reimbursement, etc.
- (g) **Leave:** Consultant shall be eligible for 12 days leave in a calendar year on pro-rata basis. Therefore, a Consultant shall not draw any remuneration in case of his/her absence beyond 12 days in a year (calculated on pro-rata basis).

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Samagra Shiksha-Delhi would be free to terminate the services in case of absence of a Consultant exceeding 15 days beyond the entitled leave in a calendar year. The Consultant may be required to work on Saturday, Sunday and Gazetted holidays also, if need be, for which no additional remuneration will be paid and no compensatory leave will be granted.

- (h) **Period of Engagement** : The initial engagement of a person as Consultant will be for the period as given in the Terms of Reference (ToR) or one year, whichever is less. After expiry of initial term, engagement may be extended, based on requirement of the office and performance of Consultant(s) concerned, with the approval of President-EC-Samagra Shiksha-Delhi/Principal Secretary (Education), for a maximum period of one year at a time.
- (i) **Restriction**: The appointment of Consultants would be on full-time basis and they would not be permitted to take up any other assignment during the period of Consultancy in the Samagra Shiksha-Delhi.
- (j) **Tax Deduction at Source**: There shall be a deduction of Tax at Source (TDS) as per the rates of TDS fixed by the Government for professional from time to time as per the provisions under Section 192 of Income Tax Act 1961.
- (k) The Consultant will not be entitled for any benefit/ compensation/ absorption/ regularization of service with this office under the provisions of Industrial Disputes Act, 1947 or Contract Labour (Regulation & Abolition) Act, 1970.
- (l) **Conflict of Interest**: The Consultant engaged by Samagra Shiksha-Delhi shall in no case represent or give opinion or advice to other in any matter which is adverse to the interest of Samagra Shiksha-Delhi.
- (m) **Confidentiality of Data and Documents**: No one shall utilize or publish or disclose of part with details of office, operational process, technical knowledge, security arrangements and administrative/ organizational matters which is of confidential/ secret nature, to a third party.
- (n) **Termination of Engagement** : Samagra Shiksha-Delhi may terminate the engagement in following conditions:
- The Consultant is unable to address the assigned work;
 - Quality of the work is not to the satisfaction of the department;
 - The Consultant fails in timely achievement of milestones as finally decided by the department;
 - The Consultant is found lacking in honesty and integrity.
 - The appointment of Consultant is of a temporary (non official) nature against the specific jobs. The engagement of Consultant can be terminated by the office at any time without assigning any reason thereof.
- (o) **Resignation**: In case a Consultant wishes to resign, he/she will have to give one month advance notice or remuneration of one month in lieu thereof before resigning from the engagement.
- (p) **Limit on Engagement of Consultants**: Engagement of Consultants should be done only in urgent and emergent cases where expert/professional services are required for urgent and identifiable work and should not be used as a common practice.

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- (q) **Rights of Samagra Shiksha-Delhi :** Samagra Shiksha-Delhi has the right to cancel the advertisement, and not go for engagement of Consultant, at any stage. It may accept or reject any or all applications, without giving any reasons therefore, whatsoever.
- (r) **Relaxation:** The power to relax any or all of the conditions enumerated above shall vest with the President-EC-Samagra Shiksha-Delhi/Principal Secretary (Education), which should be exercised giving adequate justification.

The module for on-line application will be operational on 22/03/2022 from 1.00 PM.

Submission of on-line application shall be closed by Midnight of 31/03/2022.

Note:-

No correction/ updation of the application form shall be allowed once the form, is submitted.

Mohinder Pal
16/03/2022

(MOHINDER PAL)

Deputy Director of Education
Samagra Shiksha-Delhi.

Dated:

DE29(1)18/UEEM/ADMN/2019-20/

Copy to:-

1. P.S. to Secretary (Education), Education Department, Old Sectt. Delhi-54
2. O.S. (IT) with the direction to upload the notice on the website.

Mohinder Pal
16/03/2022

(MOHINDER PAL)

Deputy Director of Education
Samagra Shiksha-Delhi.