

No. A-11011(81)/Pr.AO (Admn)/Appointment of Consultant/2023-24/ 1211  
Office of the Chief Controller of Accounts  
Ministry of Consumer Affairs, Food & PD  
Principal Accounts Office  
1<sup>st</sup> Floor, Jeevan Tara Building  
Parliament Street, New Delhi- 110001

Email: [praoadmn.fpd@gov.in](mailto:praoadmn.fpd@gov.in)  
Ph. No. 011-23745402 Ext. 345-347  
Dated: 08.08.2023

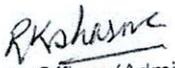
CIRCULAR

**Sub:** Engagement of 11 retired officers from Audit, Accounts and Financial Services of Central Govt. (i.e. CCAS/IDA/IP&TAFS/IA&A and Others having Pay Level between 09 to 10) having good knowledge and experience in the field of Government Account & Audit as Consultant for Risk Based Internal Audit of Schemes of Ministry of Food & PD.

Application in the prescribed format (as per Annexure) are invited from suitable candidates for engagement as consultant in O/o Chief Controller of Accounts, M/o Consumer Affairs Food and Public Distribution, New Delhi on short-term contract basis as per details given below:

1.	Name of the Post	Consultant
2.	Number of Posts	11
3.	Period of Engagement	1 Year
4.	Job Location	Delhi
5.	Age Limit	Age limit is 64 years as on 01.08.2023
6.	Educational qualification	Graduate in any discipline.
7.	Experience Required	Retired officers having good knowledge and experience in the field of Government Account & Audit.
8.	Eligibility condition (as on 01.08.2023)	1. Retired officers from Audit, Accounts and Financial Services of Central Govt.(i.e. CCAS/IDA/IP&TAFS/IA&A and Others) having pay Level between 09 to 10. 2. Persons with good aptitude for the IT process shall be preferred.
9.	Remuneration/ Salary	1. The remuneration of retired government servants shall be as per the DoE Om No.3-25/2020-E.III-A dated 09/12/2020. 2. The Transport allowance shall be fixed as per Finance Ministry OM dated No.3-25/2020-E.III-A dated 09/12/2020 and shall not be varied during the tenure of employment. 3. A fixed monthly remuneration by deducting basic pension from the pay drawn at the time of retirement shall be paid. Other terms and condition shall be as per the above mentioned OM. 4. No HRA shall be paid.
10.	Leave	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.
11.	Role and Responsibilities	(1)Government Accounts and Internal Audit. (2)Risk Based Internal Audit of Schemes. (3) Any other work assigned by the Competent Authority.

12.	Terms of Contract	<p>The term of appointment shall be for a period of <u>One year</u>.</p> <p>Note: The consultant shall sign an agreement of confidentiality with the Government of India containing a clause of Ethics and Integrity.</p>
13.	Method of Selection	<p>After examination of Applications and CVs, the shortlisted candidates shall be called for interview. A selection committee shall make the final decision on the basis of performance of candidates in interview.</p>
14.	Terms and conditions	<ol style="list-style-type: none"> <li>1. Only retired government servants with qualification as detailed above shall be considered eligible.</li> <li>2. He/she shall not be entitled to any other allowance like HRA, CCA, accommodation, telephone etc.</li> <li>3. For official tours, the consultant shall be entitled to TA/DA as per their entitlement at the time of retirement.</li> <li>4. Incumbent shall have no right to get absorbed/regularized.</li> <li>5. The engaged persons shall not indulge or disclose to any person the information, which is confidential in nature. A non-disclosure agreement shall be signed by the consultant.</li> <li>6. The engagement can be discontinued at any time by the competent authority without assigning any reason.</li> </ol>
15.	How to Apply	<p>Application duly completed in the prescribed proforma is required to be sent to:-</p> <p>Senior Accounts Officer (Admin) M/o Consumer Affairs Food and Public Distribution Gate no. 4, 1<sup>st</sup> floor, Jeewan Tara Building New Delhi – 110001.</p> <p>No TA/DA shall be payable to attend the interview. Original documents, shall be brought by the candidate in support of eligibility at the time of interview for verification.</p> <p>The completed application should reach the above address by <b>25<sup>th</sup> August 2023 through email/speed post.</b></p>

  
 Accounts Officer (Admin)

Annexure

**Application for the post of "CONSULTANT" on contract basis in the Ministry of Consumer Affairs, Food & PD,  
New Delhi.**

1. Name in full (in Block letters) :
2. Gender :
3. Date of Birth :
4. Age as on date of advertisement :
5. Present/ Correspondence address :
6. Telephone/Mobile/  
E-mail :
7. Permanent Address :
8. Educational Qualification :

Exam Passed	Name of the University	Year of Passing	Subject	Division	Percentage of marks obtained

9. Experience Details of all previous and present employment:

Name of Employer	Name of the Post	Salary Drawn	Period		Nature of Duties performed
			From	To	

10. Date of Retirement :
11. Last Pay Drawn :
12. Any other relevant information :

**DECLARATION**

1. I solemnly declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false or incorrect/incomplete or ineligibility being detected at any time before or after Selection/interview, my candidature is liable to be rejected and I shall be bound by the decision of the Department.

2. Further, No vigilance case/criminal case is either pending or contemplated against me.

Signature  
(Full Name of the applicant)

Place:  
Date: