



Government of India
Ministry of Defence
Defence Research & Development Organisation (DRDO)
Institute for Systems Studies and Analyses (ISSA)
Metcalfe House, Civil Lines, Delhi - 110054

Advt No. : ISSA/HRD/Advt/2022/Consultant-01

Date: 16 December 2022

Sub: Engagement of Retired Government Officials as Consultant on Contract basis in ISSA (DRDO) inviting applications thereof – reg.

1. DRDO invites applications from retired officials from Central Government / State Government / PSU / Autonomous Bodies having considerable experience of functioning of Central Government Ministries / Departments for engagement as Consultant on short term contract basis to be positioned in Institute for Systems Studies and Analyses (ISSA) located at Delhi. The relevant details and eligibility criteria are given below:

S No	Post Code	No. of Posts	Pay Level of Retired Official	Category	Contract Duration / Period	Terms of Reference (TOR)	Location
1	2022/ISSA/138	01	Level -14	Technical	One year and extendable as per norms	Annexure -01	New Delhi

a. Experience:

- i. Officers / Officials who have retired officials from Central Government / State Government / PSU / Autonomous Bodies, Universities, Govt. R&D Organisations and possessing practical knowledge and experience in the field for which he / she is applying (as per TOR).
- ii. Persons possessing experience of having worked with DRDO would be accorded preference during selection / appointment.
- iii. He / She should have effective communication (both oral and written) and interpersonal skills with a strong flair for in-depth examination of his / her areas of work.

b. Age-Limit: The maximum age limit for all categories of retired Govt. employees for applying will be 63 years as on closing date of application.

c. Remuneration & Allowances:

- i. **Remuneration and conveyance allowance for Pensioners:** A fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time retirement. The amount so fixed shall remain unchanged for the term of contract. There will be no annual increment / percentage increase during the contract

	onboard platforms		
7	Pre-Deployment validation of ATP assistance in final change management for User acceptance trials over various scenarios and deployment builds	1 Document	6

**PROFORMA OF APPLICATION FOR ENGAGEMENT OF RETIRED GOVERNMENT EMPLOYEES AS
CONSULTANT IN DRDO**

- 1 Name in Full :
- 2 Date of Superannuation :
- 3 Designation at the time of Superannuation :
- 4 Basic Pay & Grade Pay / Pay Level at the time of Superannuation :
- 5 Name of the Organisation last served with Address :
- 6 Date of Birth :
- 7 Age (As on closing date of Advertisement) :
- 8 Gender (Male / Female) :
- 9 Address for Correspondence :

Email :

Contact No (Landline) :

Mobile No. :

- 10 Educational Qualification (Graduation onwards) :

- 11 Area of Research (for Scientific / Technical Posts) :

- 12 Complete record of services rendered in Organisations / Estt before superannuation: (with special reference to the experience in the level of post for which application is made)

Post Held with Pay Level	From	To	Subject Handled (in brief)

- 13 Complete list of published books / monographs Research papers etc. (for scientific /technological posts only) :

- 14 Details of Knowledge of Computer :

- 15 Any other relevant information
(please enclose separate sheets, if required)

DECLARATION

I, hereby declare that the particulars furnished above are true 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, my candidature is liable to be rejected and I shall be bound by the decision of the Department. I have read this circular and ready to accept all the terms and conditions for engagement of consultants.

(Signature of the Applicant)

Date:

Following documents are to be enclosed by the applicant

1. Identity Proof
2. Proof of Address
3. Copy of PPO
4. Copy of proofs of Educational Qualification
5. Copy of Service Verification Certificate

Terms and Conditions

FOR ENGAGEMENT AS CONSULTANT IN THE LABS / ESTTS / UNITS OF DRDO

1. The consultant shall perform the services as per Terms of Reference (TOR) and the task / jobs assigned to him / her by the Director of concerned Lab / Estts / Unit, where he is engaged.
2. The working hours would be that of the working hours of the Lab / Estt / Unit where he/she is engaged.
3. Under special circumstances, the Consultant could be called for services on holidays or beyond normal working hours for which no other benefits / leave will be granted.
4. The consultancy will start for the period of one year from the date he / she enters into the contract agreement with DRDO.
5. The consultant shall be paid remuneration and conveyance allowance as per the para 6 of GoI letter dated 06 July 2022, subject to the ceiling that remuneration plus pension drawn by the consultant shall not be more than the last pay drawn by him/her at the current rate of DA. Mandatory deduction, if any, will be made. The remuneration for services rendered in a month shall be payable in subsequent month.
6. Secretary DD (R&D) shall have the right to examine / review / terminate the consultancy services provided by him / her at any time.
7. The consultant shall perform his / her obligations under his / her consultancy with all necessary skills, diligence, efficiency and economy.
8. No other facility whatsoever except remuneration and conveyance allowance shall be provided to him / her by DRDO in his / her capacity as Consultant.
9. The Department shall not be responsible for any loss, accident, damages / injury suffered by him / her whatsoever arising in or out of the execution of his / her work, including travel.
10. Consultant shall abide with Contract Agreement, Non-Disclosure Agreement, General Conduct Rules, Information Security Act and other restrictions as applicable to Govt. employees.
11. Paid leave of absence may be allowed at the rate of 1.5 days for each completed months of service. Accumulation of leave beyond a calendar year may not be allowed.
12. During the terms of consultancy, he / she shall not be engaged in any private business or professional activity which could conflict with the interest of the Government. The engagement of Consultants is of a temporary (non – official) nature against the specific jobs.

DECLARATION

I (Name of the Consultant), S/ o.....hereby agree unconditionally with all above referred Terms and Conditions for engagement as Consultant in DRDO.

(Signature of the Applicant)

Name:

Date:

Place: