

Circulars for hiring Consultants on Contractual basis

From : Namrata Kumari <namrata.kumari@nic.in>

Fri, May 16, 2025 11:26 AM

Subject : Circulars for hiring Consultants on Contractual basis

2 attachments

To : Pao-ktn-lk@nic.in, jaokiltan@gmail.com, Pao-kdt-lk@nic.in, jaokadmat@gmail.com, JAO Kalpeni <Pao-klp-lk@nic.in>, jaofpukalpeni@gmail.com, Pao-mcy-lk@nic.in, jaominicoy13@gmail.com, JAO Kochi <Pao-kch-lk@nic.in>, jaokochi@gmail.com, AO Secretariat UTL <lak-ao@nic.in>, dplakshadweep@gmail.com, fero79@rediffmail.com, PAO, LSS <Pao-lss@sansad.nic.in>, AG AE WEST Bengal <agaewestbengal@cag.gov.in>, PAO IAD CHENNAI <paochennai@cag.gov.in>, AG AE Gujarat Rajkot <agaegujarat@cag.gov.in>, AG AE, Nagaland, Kohima <agaenagaland@cag.gov.in>, PAO Mumbai <paomumbai@cag.gov.in>, AG AE I Maharashtra Mumbai <agaemaharashtra1@cag.gov.in>, PAO Kerala Thiruvananthapuram <paothiruvananthapuram@cag.gov.in>, agaepunjab <agaepunjab@cag.gov.in>, PAG AE VIJAYAWADA <agaeanhrapradesh@cag.gov.in>, PAO Hyderabad <paohyderabad@cag.gov.in>, AG AE Odisha <agaeorissa@cag.gov.in>, D D Purkayastha, PAO, Guwahati <paoguawahati@cag.gov.in>, AG AE Assam <agaeeassam@cag.gov.in>, PAO Raipur <PAORaipur@cag.gov.in>, AGAE Meghalaya Shillong <agaemeghalaya@cag.gov.in>, AG Mizoram <agmizoram@cag.gov.in>, AG AE Jharkhand Ranchi <agaejharkhand@cag.gov.in>, agaeuttarpradeshI@cag.gov.in, PAO Port Blair <paoportblair@cag.gov.in>, Bal Kishan Sharma <krishanb.hmp.ae@cag.gov.in>, A.G (A&E) Tripura <agaetripura@cag.gov.in>, pao srinagar <paosrinagar@cag.gov.in>, AG AE J and K <agaejammukashmir@cag.gov.in>, PAG Arunachal Pradesh <agarunachalpradesh@cag.gov.in>, PAO Defence Audit <paodefenceaudit@cag.gov.in>, agaugujaratI@cag.gov.in, PAO Ahmedabad <paoahmedabad@cag.gov.in>, AG AE Bihar Patna <agaebihar@cag.gov.in>

Cc : Anamika Singh <singh.anamika@gov.in>

Sir/ Madam

Please find the attached Circulars for maximum participations.

With regards,

Namrata Kumari

नम्रता कुमारी

Under Secretary

अवर सचिव

National Medical Commission

राष्ट्रीय आयुर्विज्ञान आयोग

Pocket- 14, Sector- 8, Dwarka

पॉकेट-14, सेक्टर-8, द्वारका

Phase - 1, New Delhi-110077

फेस-1, नई दिल्ली-110077



16.05.25
महालेखाकार
Accountant General
त्रिपुरा, अगरतला
Tripura, Agartala.

Circular, dated 08.05.2025.pdf
2 MB

Circulars, dated 07.05.2025.pdf
134 KB

वरिष्ठ उप महालेखाकार
Sr. Dy. Accountant General
महालेखाकार का कार्यालय (ले.व.ह.)
O/o. the Accountant General (A&E)
त्रिपुरा, अगरतला
Tripura, Agartala.

Sup/Estt

Pocket- 14, Sector-8,
Dwarka, Phase - 1, New Delhi-110077

Dated: 08.05.2025

CIRCULAR

Subject: Engagement of retired Government Officers / Employees as Consultants (Accounts) on contract basis in National Medical Commission - inviting applications thereof- reg.

National Medical Commission invites applications from eligible and desirous candidates retired from Government Service, having considerable experience of functioning of Government/ Ministries/Departments, for engagement as Consultant (Accounts) on contractual full time basis.

2. Details of required Consultants to be engaged are as under:

Sr. No	Position	Number of Positions	Qualification and Eligibility Condition
(1)	(2)	(3)	(4)
I.	Consultant (Accounts)	01*	Retired Government Officer belonging to Central/ State Government/ Autonomous Bodies, at the Pay Level 8, or Level 9 or Level 10 of 7 th CPC having 05 years of experience in Finance, Accounts and Budget matters. OR Retired Government Officer belonging to Central/ State Government/ Autonomous Bodies, at the Pay Level 11 and Level 12 of 7 th CPC having 03 years of experience of Finance, Accounts and Budget matters.
II.	Consultant (Audit & Accounts)	02*	i) Retired Asst. Audit Officer (AAO)/ Account Officer / Sr. AO/ Audit Officer/ Sr. Account Officer belonging to Central/ State Government/ Autonomous Bodies, retired at the Pay Level -9/10/11 or Level-12 of the 7 th CPC. ii) Should have experience of atleast three years in field of Audit

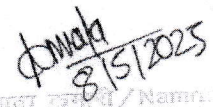
Amrita
8/5/2025
Under Secretary
राष्ट्रीय आयुर्विज्ञान आयोग / National Medical Commission
पॉकेट-14, सेक्टर-8, द्वारका, फेज-1, नई दिल्ली-110077
Pocket-14, Sector-8, Dwarka, Phase-1, New Delhi-110077

			<p>iii) Well -versed in purchase procedure (Works/Goods/Services)</p> <p>iv) Should have Good Knowledge of Balance Sheet.</p> <p>v) Should have knowledge of Income Tax rules on Salary/ contractors/ Professionals and returns related to Income Tax.</p> <p>vi) Should have knowledge of GST Act and related issues.</p> <p>vii) Handling of BG's and FDR's and related issues</p> <p>viii) Vetting of Financial Proposal relating to execution of Works, procurement of Goods and services.</p>
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* NMC retains the right to increase/ decrease the vacancy as per the requirement without any notice.

3. **General Condition for all the posts:**

- i) **Period of engagement:** initially for a period of one year which is extendable for further period(s) subject to satisfactory performance.
- ii) **Job Location:** National Medical Commission, Pocket-14, Sector-8, Dwarka Phase-I, New Delhi-110077
- iii) **Age:** Age should be **less than 64 years** as on closing date of this circular.
- iv) **Remuneration:** Last pay drawn minus pension plus transport allowance in accordance with the instructions of Government of India issued from time to time. Selected Candidate will be entitled to Transport Allowance that he/she was getting at the time of retirement/ superannuation on the Last Pay Drawn without DA. Retired Govt. Officers engaged as Consultants may be allowed TA/DA on official tour, if any, as per their entitlement at the time of retirement.
- v) **Leave:** Paid Leave 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.
- vi) **Mode of Selection:** Application received in response to this advertisement will be shortlisted on the basis of experience and qualifications of applicants. Selection will be made from shortlisted candidates on the basis of personal interaction.


 Under Secretary
 National Medical Commission
 Pocket-14, Sector-8, Dwarka, Phase-I, New Delhi-110077

vii) **Working hours:**

- Office timings are from 9:30AM to 6:00PM, however the same may vary depending upon exigencies of work without additional remunerations.
- May be required to Work from Home beyond office hours without additional remunerations.
- May also be required to attend office on holidays depending on exigencies of work without additional remunerations.

viii) Any other conditions as mentioned in **Department of Expenditure's OM F. No. 3-25/2020-EIII dated 09.12.2020 will be followed.**

ix) **How to apply:** Eligible retired Officers, in good health may submit their applications in the enclosed format (completed in all respects) along with copy of PPO and Last Pay Certificate before the closing date on the address given below. **Applications received with incomplete information or received beyond closing date will not be considered.**

Under Secretary (Estt.),
National Medical Commission,
Pocket-14, Sector-8, Dwarka phase-I,
New Delhi-110077.

x) **Last date for receipt of application: 19.05.2025.**

4. The retired Govt. Officers after selection shall not claim for status of post which they held before/ at the time retirement. The Channel of submission shall be decided by Competent Authority/Controlling officer of individual in NMC.

Namrata
8/5/2025
(Namrata Kumari)

Under Secretary (Estt.)

अवर सचिव / Under Secretary

राष्ट्रीय आयुर्विज्ञान आयोग / National Medical Commission
प्लॉट-14, सेक्टर-8, द्वारका, फेज-1, नई दिल्ली-110077
Pocket-14, Sector-8, Dwarka, Phase-1, New Delhi-110077

Copy to:

1. Under Secretary, CS.I Division, DoPT, Lok Nayak Bhawan, New Delhi with a request to upload this Circular on website of DoP&T for wide publicity.
2. The O/o Controller General of Accounts, Mahalekha Niyantrak Bhawan, Ministry of Finance, GPO Complex, Block E, Aviation Colony, INA Colony, New Delhi, Delhi - 110023
3. The O/o Comptroller and Auditor General, Pocket-9 Pandit Deen Dayal Upadhyaya Marg Near Mata Sundari Railway College, New Delhi - 110002
4. Pay and Accounts Offices across Ministries/ Departments of GOI
5. The Deputy Secretary (IT Section), NMC with a request to upload this circular on NMC's website.
6. Guard file.

Application for the post of Consultant on contract basis in National Medical Commission

(Last date for receipt of application: 19.05.2025)

Applied for consultant (please mention post with Sr. No.) as per mentioned in Circular dated 08.05.2025	
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Recent Passport size photograph

1.	Full Name (in Block Letters)	
2.	Date of Birth	
3.	Email Id	
4.	Mobile No.	
5.	Residential Address	
6.	Educational Qualification (Attach self attested copies of certificate)	
7.	Date of superannuation/retirement	
8.	PPO Number (enclose a copy)	
9.	Post held at the time of retirement	
10.	Last Pay Drawn (Pay Level & Pay)	
11.	Transport allowance (basic) at the time of retirement	
12.	Organisation superannuated from	
13.	Organisation currently working (if any)	
14.	Working Knowledge of MS Office, e-office and Internet browsing (yes/No)	

Brief particulars of experience of last 10 years *	Post held	from	to	Experience/nature of work

*Please attach separate sheet if required.

Undertaking:

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I further declare that I was clear from vigilance angle at the time of my retirement. I have read this circular and accept all the terms and conditions for engagement of consultants.

Place:

Date:

(Signature of the applicant)

Mobile:

Email ID:



National Medical Commission

राष्ट्रीय आयुर्विज्ञान आयोग
(Establishment Section)

Pocket- 14, Sector-8,

Dwarka, Phase - 1, New Delhi-110077

Dated: 07.05.2025

CIRCULAR

Subject: Engagement of retired Government Officers as Consultant on contract basis in National Medical Commission - inviting applications thereof- reg.

Applications from eligible and desirous candidates are invited from retired Government officers, having considerable experience of functioning of Government/ Ministries/Departments, for engagement as Sr. Consultant and Consultant on contractual full time basis as per the details given under:

Sr. No	Position	Number of Positions	Qualification and Eligibility Condition
(1)	(2)	(3)	(4)
I.	Senior Consultant	01*	i) Government Officer retired at the Pay Level 13 or Level 12 of 7 th CPC having experience of handling various matters pertaining to framing of policies, regulations, coordination, legal matters, grievances, etc. ii) The Officer may preferably be with the background of Health Sector/ Ministry of Health & Family Welfare or Social Sector Ministries/ Departments.
II.	Consultant	01*	i) Government Officer retired at the Pay Level 10 or 11 of 7 th CPC having experience of handling various issues pertaining to framing of policies, regulations, coordination, legal matters, grievances etc. ii) The Officer may preferably be with the background of Health Sector/ MoHFW or Social Sector Ministries/ Departments.

* NMC retains the right to increase/ decrease the vacancy as per the requirement without any notice.

2. General Condition for the posts:

i. Period of engagement: initially for a period of one year which is extendable for further period(s) subject to satisfactory performance.

15/5/2023
Dwarka, Phase-1, New Delhi-110077

ii. **Job Location:** National Medical Commission, Pocket-14, Sector-8, Dwarka Phase-I, New Delhi-110077

iii. **Age:** Age should be less than 64 years as on closing date of this circular.

iv. **Remuneration:** Last pay drawn minus pension, plus Transport Allowance in accordance with the instructions of Government of India issued from time to time. Selected Candidate will be entitled to Transport Allowance that he/she was getting at the time of retirement/superannuation on the Last Pay Drawn, without Dearness Allowance. Retired Govt. Officers engaged as Consultants may be allowed TA/DA on official tour, if any, as per their entitlement at the time of retirement.

v. **Leave:** Paid Leave may be allowed at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond a calendar year will not be allowed.

vi. **Mode of Selection:** Applications received in response to this advertisement will be shortlisted on the basis of experience and qualifications of applicants, and selections will be made on the basis of Personal Interview.

vii. **Working hours:**

- Normal Office timings are from 9:30AM to 6:00PM which can change subject to exigencies of work, without any additional remunerations.
- May be required to Work from Home beyond office hours, without any additional remunerations.
- May also be required to attend office on holidays depending on exigencies of work, without any additional remunerations.

viii. Any other conditions as mentioned in Department of Expenditure's OM F. No. 3-25/2020-EIII dated 09.12.2020 will be followed.

ix. **How to apply:** Eligible retired Officers, in good health may submit their applications in the enclosed format (completed in all respects) along with copy of PPO and Last Pay Certificate before the closing date, on the following address. Applications received with incomplete information or received beyond the closing date will not be considered.

Under Secretary (Estt.),
National Medical Commission,
Pocket-14, Sector-8, Dwarka phase-I,
New Delhi-110077.

x. **Last date for receipt of application:** 15.05.2025.

Amogh
7/5/2025
National Medical Commission
Pocket-14, Sector-8, Dwarka Phase-I, New Delhi-110077

4. The retired Govt. Officers after selection shall not claim for status of post which they held before/ at the time retirement. The Channel of submission shall be decided by Competent Authority/Controlling officer of individual in NMC.

Namrata
7/5/2025
(Namrata Kumari)
Under Secretary (Estt.)

Copy to:

1. The Under Secretary, CSI Division, DoPT, Lok Nayak Bhawan, New Delhi with a request to upload this Circular on website of DoP&T for wide publicity.
2. The Under Secretary, Medical Education-I, MoH&FW with a request to publish this Circular on website of MoH&FW.
3. The Deputy Secretary (IT Section), NMC with a request to upload this circular on NMC website.
4. Guard file.

A
07/05/2025

ASO (IT)

Application for the post of Consultant on contract basis in National Medical Commission

(Last date for receipt of application: 15.05.2025)

Applied for consultant as per mentioned in Circular dated 07.05.2025	
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Recent Passport
size photograph

1.	Full Name (in Block Letters)	
2.	Date of Birth	
3.	Email Id	
4.	Mobile No.	
5.	Residential Address	
6.	Educational Qualification (Attach self attested copies of certificate)	
7.	Date of superannuation/retirement	
8.	PPO Number (enclose a copy)	
9.	Post held at the time of retirement	
10.	Last Pay Drawn (Pay Level & Pay)	
11.	Transport allowance (basic) at the time of retirement	
12.	Organisation superannuated from	
13.	Organisation currently working (if any)	
14.	Working Knowledge of MS Office, e-office and Internet browsing (yes/No)	

Brief particulars of experience of last 10 years *	Post held	from	to	Experience/ nature of work

*Please attach separate sheet if required.

Undertaking:

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I further declare that I was clear from vigilance angle at the time of my retirement. I have read this circular and accept all the terms and conditions for engagement of consultants.

Place:

Date:

(Signature of the applicant)

Mobile:

Email ID: