

No.- F-23012/04/2023-Genl
Government of India
Ministry of Statistics and Programme Implementation
(General Administration)

Khurshid Lal Bhawan, Janpath
New Delhi – 110 001,
Dated: 19th June 2024

ADVERTISEMENT FOR THE ENGAGEMENT OF PROFESSIONAL/CONSULTANTS

The Ministry of Statistics & Programme Implementation (MoSPI) invites applications from eligible candidates for 26 temporary and purely contractual positions of Professionals/Consultants, as per following details

Consultants / Professional	No. of Position	Location	Maximum Age (as on 30.06.2024)	Experience (in years)	Essential Qualification
Grade -I	22	Delhi (17) Kolkata (05)	32	1+	Master's Degree in Management /Economics/Computer Science/ Computer Applications
Grade-II	04	Delhi (02) Kolkata (02)	45	5+	

2. The details of number of positions, areas of works, location, desirable qualification and brief on job description for individual position is at **Annexure-I**. The Guideline containing terms and conditions of engagement, remuneration, selection process etc. of Professionals/Consultants is at **Annexure-II** and both the Annexures are integral part of this advertisement.

3. The engagement of Professionals/ Consultants shall be for a period of one year initially and extendable up to three years on yearly basis, based on the performance and mutual consent of MoSPI and candidate.


4. The interested and eligible candidates are requested to apply by submitting online applications on NIC forms available at https://nicforms.nic.in/nicforms_designer/nic_form_selector.php?form_id=enRhYmxlNjY2ZTliZjk3NWl0YTlwmjQwNjE2Nw== Since, the NIC form is common for all position, the eligible candidates are requested to apply only once and can fill the choice of Division for working in different areas as indicated in the Annexure-I. The link for NIC forms will activate on 21.06.2024.



5. The eligible candidates shall apply on or before 05.07.2024. Applications shall not be entertained received after the due date and time.

6. Candidates shall be required to furnish original documents for verification before the selection process/interview. In absence of original documents and if any of the information furnished in the application is found to be false at any stage, candidature shall be cancelled.

4. The Ministry reserves right to reject any application without assigning any reason for it and also revise the number of vacancies and Terms and Conditions of engagement of Professionals/Consultants.


(Shiv Balak Verma)

Deputy Director

Tel: 011-23455301

Email: general-admn@mospi.gov.in

To

1. DIID for uploading on Ministry's website
2. Ministry for Labour and Employment for publishing at National Career Services (NCS) portal.
3. NIC-MoSPI for creating NIC forms

Copy for information to:

1. PPS to CSI-cum-Secretary (S&PI)
2. PPS to DG (C&A)/DG(Statistics)/DG(NSS)/AS, MoSPI
3. PPS to ADGs of the Divisions where Professionals/Consultants will be deployed
4. Sr. PPS to Joint Secretary (Administration), MoSPI

Annexure-I

1. Policy Implementation and Monitoring Division (PIMD) (03 Professionals/Consultants in Grade-I)

Place of Work	Delhi
Desirable Qualifications	<p><u>02 Professionals/Consultants</u></p> <ul style="list-style-type: none">a) Knowledge of basic statistical concepts and the ability to deal with large data sets with the help of analysis packages such as SPSS/STATA/PYTHON/R.b) Proficiency in MS Office (Excel, Power Point and Word)c) Soft skills including strong communication skills (written and oral) <p><u>01 Professionals/Consultants</u></p> <ul style="list-style-type: none">a) Knowledge of basic statistical concepts and data interpretationb) Proficiency in MS Office (Excel, Power Point and Word)c) Soft skills including strong communication skills (Written and oral)
Brief Job Description	<p><u>02 Professionals/Consultants</u></p> <ul style="list-style-type: none">a) Identifying data provisions in the functioning of the Ministry/Departments including their statutory provisions.b) Exploring various databases and in-depth scrutiny.c) Developing concept notes, best practices and other soft material.d) Coordination with international agencies on statistical matters.e) Any other relevant works. <p><u>01 Professionals/Consultants</u></p> <ul style="list-style-type: none">a) Highlighting the issues and concerns of administrative statistics in various sectors of Indian Statistical system.b) Identifying data provisions in the functioning of the Ministry/Departments including their statutory provisions.c) Developing concept notes, best practices and other soft material.d) Bringing in innovative approach to address the concerns of reliability of administrative statistics by the Ministries/Departments and the State/UT Governments.e) Any other relevant work.

2. Economics Statistics Division (ESD) (09 Professionals/Consultants in Grade-I and 01 Professionals/Consultants in Grade-II)

Place of Work	Delhi
Desirable Qualifications	<ul style="list-style-type: none">a) Graduation degree with at least one paper of Statistics, Mathematics or Economicsb) 1+ year experience of data analytics and proficiency in data analysis using software like spreadsheet etc. <p><u>02 for Economic Census Unit</u></p>



	<ul style="list-style-type: none"> a) Person having Master's Degree in Computer Science/IT or B.Tech (CS) b) Candidates preferably have excellent working knowledge of information technology-based skills and proficiency in using ICT applications in the related areas. c) Candidates preferably have strong communication and interpersonal skills and are able to work in a team.
<p>Brief Job Description</p>	<p>BASE YEAR REVISION OF IIP (02 Professionals/Consultants)</p> <ul style="list-style-type: none"> a) The scope of work for the two resources proposed to be recruited for base year revision of IIP would be as follows: b) Assisting the division with tasks delegated by Working Group/ Committee responsible for the base revision of the IIP. c) Executing the groundwork necessary for base revision using statistical functions, analytics and information & communication technology (ICT). d) Formulating and refining the item basket, weighting diagram and factory selection for the new base year, ensuring compliance with the methodologies recommended by the Working Group/ Committee constituted for the purpose. e) Gathering historical data for the back series and preparing trial indices of the index with the new base year. f) Assisting the officers of the Division in preparation of the notes for approval of the new series of IIP by the National Statistical Commission and Committee of Secretaries. <p>Revision/ updation of NIC (04 Professionals/Consultants)</p> <ul style="list-style-type: none"> a) The scope of work for the two technical resources proposed to be recruited for revision/ updation of NIC would be as follows: b) Executing the groundwork necessary for revision/ updation of economic classifications using statistical functions, analytics and information & communication technology (ICT). c) Identification of new/ emerging activities under each class of the classification ensuring compliance with the recommendations by the Committee constituted for the purpose and in consonance with the structure of ISIC Rev 5. d) Assisting the officers of the Division in preparation of the notes for approval of the revised/ updated NIC by appropriate committees. <p>REVISION/ UPDATION OF NPCMS AND NPCSS</p> <ul style="list-style-type: none"> a) The scope of work for the two technical resources proposed to be recruited for revision/ updation of NPCMS and NPCSS would be as follows: b) Executing the groundwork necessary for revision/ updation of economic classifications using statistical functions, analytics and information & communication technology (ICT).



	<p>c) Identification of new/ emerging products/ services under each class of the classification ensuring compliance with the recommendations by the Committee constituted for the purpose and in consonance with the structure of revised CPC.</p> <p>d) Assisting the officers of the Division in preparation of the notes for approval of the revised/ updated NPCMS and NPCSS by appropriate committees.</p> <p>For 02 Professional/Consultants in Energy Statistics Unit</p> <p>The job involves understanding the technical concepts of energy statistics database under different International guidelines like IRES, SEEA, etc. and implementation of the same in the existing energy statistics database of MoSPI.</p> <p>For 02 Professionals/Consultants in EC Unit</p> <p>Professionals/consultants in the EC Unit of ESD for activities of Economic Census 2025-26, to assist the division in particularly to:</p> <ol style="list-style-type: none"> a) Understand the requirements of IT infrastructures, b) Designing and managing IT initiatives, c) Supporting technology implementation, d) Collaborating with technical staff and training users, e) Troubleshooting issues, suggesting improvements, and producing reports
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3. Social Statistics Division (SSD) (01 Professionals/Consultants in Grade-II and 03 Professionals/Consultants in Grade-I)

Place of Work	Delhi
Desirable Qualifications	<p>01 Professional/Consultant in Grade-II</p> <p>Working knowledge in the following operating Environment: Operating System: Ubuntu (RHEL) v 16.04 LTS Front End: Language: HTML v5, CSS v3, JavaScript Framework: Angular v8.2.11 Libraries: Bootstrap v3.3.7, jQuery v3.1.1 Visualization Libraries: Highcharts v7.2.0 Back End: Project Architecture: Micro service Project Deployment: Docker Language: Node.js v10.15.3, PHP v7.1.30 Framework: Express v4.16.2, Laravel v5.5. Database System: MongoDB v4.2.3 Server Type: Apache Server ORM: Mongoose v4.13.5</p> <p>01 Professional/Consultant in Grade-I</p>

	<p>Graduation degree with at least one paper of Statistics/ mathematical Statistics/ Operational Research/ Applied Statistics // Population Studies</p> <p>Skills:</p> <ul style="list-style-type: none"> a) Basic Proficiency in MS Office b) Report Writing c) Good writing skills and the ability to explain technical terms in a non-technical language in English; Excellent communication, analytical, drafting and reporting skills in English d) A good quantitative aptitude is desirable. e) Analytical skill is desirable. <p>02 Professional/Consultant in Grade-I</p> <ul style="list-style-type: none"> a) Graduation degree with at least one paper of Statistics/ mathematical Statistics/ Operational Research/ Applied Statistics // Population Studies b) Experience of working in the domain of Environment c) Knowledge of computer programming having capability to handle databases and work with MS Office. d) Must be capable handling data with one or more statistical software including Working knowledge of GIS software <p>Skills:</p> <ul style="list-style-type: none"> a) Good writing skills and the ability to explain technical terms in a non-technical language in English; good communication, analytical, drafting and reporting skills in English b) A good quantitative aptitude is desirable
<p>Brief Job Description</p>	<p>01 Professional/Consultant in Grade-II</p> <ul style="list-style-type: none"> a) Creating of UI/UX Structure and design of portals for responsive design using tools like Figma, HTML/CSS, Bootstrap etc. b) Design and development of client-side applications using Javascript framework such as ReactJS c) Experience on server-side technologies (such as NodeJS etc) and microservices architecture with identity and access management. d) Software workflow management with code versioning, quality control, testing, documentation and deployment. e) Maintenance and updation of 'India SDG Dashboard'. f) Development of a database for all the indicators, incorporating the time series data, from all the publications of SSD. <p>01 Professional/Consultant in Grade-I</p> <ul style="list-style-type: none"> a) MoSPI has been entrusted with the responsibility of development and periodic review of a National Indicator Framework (NIF) for SDGs which can be used to monitor progress of SDGs in the country. b) Endorsing India's commitment to implement the SDGs while responding to national priorities, MOSPI has developed the NIF

with consultation with concerned Ministries/Departments, UN Agencies and other stakeholders to help in monitoring of the SDGs at national level. The Division coordinates with various Ministries/Departments for institutionalizing the data flow for SDG indicators.

- c) The NIF is evolutionary in nature and MoSPI is committed to periodically review and refine the NIF in consultation with concerned Ministries/Departments, UN Agencies and other stakeholders. The NIF being an evolving framework necessitates further actions such as building consonance between indicators of NIF and GIF and examining the methodology of global indicators and their possible adoption in Indian context, in order to bridge the data gaps on SDGs. In this context, it continuously liaisons with UN custodian agencies on various technical matters in order to sync NIF with GIF.
- d) To enable an assessment of the progress made in the attainment of SDGs, MoSPI releases annual progress reports on SDGs based on latest NIF. MoSPI does close coordination and follow-up for obtaining time series data on SDG Indicators, with various Central Ministries/Departments.
- e) The Ministry also facilitates development of State Level Monitoring Frameworks.

02 Professional/Consultant in Grade-I

- a) Compilation of the Environment Accounts in accordance to the mandate of MoSPI.
- b) Assess the existing data in the two environment related publications of the Division and work out a road map for compilation of accounts prescribed under Environmental Economic Accounts;
- c) Review the international accounts / datasets available to devise formats of tables in the Indian context for inclusion of additional indicators as required by SEEA.
- d) Identify data sources, prepare concept note and formats in consultations with the concerned agencies for deciding on the inclusion of the indicators in the devised formats as required by SEEA
- e) Prepare metadata and methodological documents, as relevant, for the different indicators
- f) Develop and implement an optimal and efficient data management plan, ensuring consistency between the SEEA and the other International frameworks such as SNA and FDES; and

	g) Develop procedures for data preparation and validation including data cleaning, standardization and analysis.
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4. Data Processing Division (DPD) (02 Professionals/Consultants in Grade-II and 05 Professionals/Consultants in Grade-I)

Place of Work	Kolkata	
Desirable Qualifications	<p>a) Persons having B-tech/B.E in Computer Science/IT and/or MCA and/or ME/M.Tech in Computer Science/ IT from a recognized university or Institute in India. Preference will be given to candidate having excellent working knowledge of information technology-based skills and proficiency in using ICT application in the digital data collection related areas such as development of CAPI, integration of CAPI with cloud infrastructure, survey management process, management of cloud infrastructure including database.</p> <p>b) Candidate should have a balanced mix of knowledge and experience on the following domains and technology stacks:</p>	
	Domain	Technology Stack
	Frontend	MVC.NET, ASP.NET, C#.NET, JavaScript (3.1), React JS, HTML, CSS, Bootstrap (v5), iText, WPF
	Server and Web Interface	IIS7 or above, Core Web APIs, COM Interface and Library, MySQL, MS-SQL
	Mobile Applications	Xamarin, WPF, Web APIs, Android Studio
	Database Management	MS-SQL, Database administration, SWL scripting, JSON, SQLite
	Cloud Infrastructure	IaaS Management, Windows 2016 Server, Application and Backup Management
	General	Knowledge and Exposure to latest technologies related to IT project development, big data analytics, AI and ML, Knowledge on data Security issues, Budget planning related to project management, Basic idea collection, validation and tabulation.
	Brief Job Description	<p>a) The IT consultants shall work under the supervision of respective heads of survey verticals and they shall be responsible for providing overall technical support to the digital platform and its Cloud infrastructure.</p> <p>b) Responsibilities include development of CAPI and other related modules, databases, day-to-day solution to software and O&M issues, monitoring the cloud infrastructure, need-based developments, Database management, providing data analytics and</p>

	<p>data visualization tools for extracting results and tables within stipulated deadlines.</p> <p>c) Carry out continuous review, monitoring, and applicability interpretation of all relevant/latest IT skills pertaining to the Division in this department.</p> <p>d) Assist the Division so that IT related issues can be tackled in a professional manner.</p> <p>e) Tender opinion in issues coming before the Division related to development of software/packages for surveys.</p> <p>f) To work closely with the Division in IT related matters.</p> <p>g) Perform such other IT related work as May by entrusted time-to-time.</p>
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5. Research and Analysis Unit (RAU) (02 Professionals/Consultants in Grade-I)

Place of Work	Delhi
Desirable Qualifications	Master's Degree in Economics/ Applied Economics/ Econometrics/ Statistics/ Applied Statistics/ Data Science with one year experience of data analysis using open software R and MS Excel.
Brief Job Description	Research and Analysis on various official statistics.



QR code to access the NZC form.

A handwritten signature in blue ink, consisting of a stylized, cursive letter 'a' followed by a horizontal line.

I/56059/2024

File No. F-23012/04/2023-Genl.
Government of India
Ministry of Statistics and Programme Implementation
(General Administration)

Khurshid Lal Bhawan,
Janpath New Delhi-110001

Dated:

Subject: Guidelines for hiring Professionals/Consultant in Ministry of Statistics and Programme Implementation (MoSPI)-Regarding.

1. Background

1.1 The Ministry of Statistics & Programme Implementation (MoSPI) is the apex and nodal agency for the planned and organized development of the statistical system in the country and coordination of statistical activities among different stakeholders in Government of India, State Governments as well as meeting requirements of the International Agencies. MoSPI is also undertaking several new activities viz., annual survey of the services sector, annual survey of the unincorporated enterprises, time use survey, development of indicators for monitoring of Sustainable Development Goals (SDGs), etc. A repository of all statistical information collected from administrative systems and surveys is proposed to be collated to streamline the data availability across sectors and Central and State Governments.

1.2 In this direction, the Ministry proposes to engage a pool of talented Professionals/ Consultants who have passion to perform statistical functions and analytics along with knowledge in Information and Communication Technology (ICT) applications.

1.3 The experienced post graduates Professionals/ Consultants, from disciplines of Statistics, Economics, Mathematics, Management, Social Work and/or Sociology, Forestry, Environment, Agriculture, Computer Science etc., from prestigious academic and professional institutes across the country will be hired through a selection process.

1.4 The Ministry also proposes to hire individual professional / consultants having academic or professional degree and/or working experience in the particular subject. The professionals/consultants are to be hired from open market or through consultancy firms/agencies for a specific job/project in the functional areas such as Big Data Analytics, Data Warehousing, Environmental Statistics, Sustainable Development Goals (SDGs), National Accounts Statistics, Survey Methodology, Demography, corporate accounts, forecasting models, data sharing protocols and legal issues, developing de-duplication algorithms, web scraping etc.

1.5 To ensure that suitably skilled, talented and motivated candidates gets selected, the selection methodology would include multi stage and objective filtering based on grading by achievements in academics and career and thereafter through various tests such as aptitude, communication, ICT skills and subject knowledge based tests.

1.6 The Selection of Professionals/ Consultants shall be done in accordance with the provisions stipulated in GFR 2017 under Rules 177 to 196 and Chapter 7- Selection of Individual Consultant/Service Provider (Para 7.1 and Para 7.2) Chapter -6 (para 6.5) of Manual of Procurement for Consultancy and Other Service 2017.

2. Eligibility Criteria & Qualifications:

2.1 Essential Qualification: Persons having Master's Degree in disciplines like Statistics, Economics, Mathematics, Management, Social Work, Sociology, Forestry, Environment, Agriculture, Marketing, Finance, Mass communication, Public Administration, MCA, Integrated Law Graduates, Engineering Graduates, B. Tech. etc. with Post Qualification Experience as described in para 3.1 for respective positions.

2.2 Desirable Qualification: Preference will be given to candidate having published work, M. Phil or Ph.D. Candidates should have excellent working knowledge of information technology-based skills and proficiency in using ICT applications in the related areas. They should also possess strong communication and interpersonal skills and be able to work in a team.

2.3 Age limit: Candidates should meet the age criteria as described in para 3.2 for respective positions as on 1st July of the year of advertisement. However, Candidates beyond prescribed age limit at para 3.2 and up to 65 years of age could be engagement with the approval of CSI & Secretary, MoSPI in exceptional cases, in light of the Guidelines of Ministry of Expenditure/DoPT.

2.4 Engagement of Retired Govt. Servants: Retired Government servant may also apply for positions of Professionals/consultants. However, terms and conditions of their engagement would be governed in accordance with the relevant guidelines issued by the Government of India from time to time. For retired Govt. servants last 5 years APARs and a certificate to the effect that officer did not have any disciplinary punishment during his / her service will be obtained by the Ministry from the concerned Ministry / Deptt. of the Govt.

3. Experience, Age, Remuneration

3.1 The number of Individual Professionals/ Consultants: The number of individual Professionals/ Consultants engaged at MoSPI will be based on the actual requirement as approved by the Competent Authority i.e. Secretary (MoSPI) from time to time. Further concurrence of IFD would also be taken in case of increase in the number of consultants/professionals.

3.2 The range of monthly consolidated remuneration would be as under without any yearly increment:

S. No.	Name of Position	Experience	Maximum Age (In years)	Monthly Remuneration (in ₹)

				(Consolidated)**
1	Consultant/Professionals Grade-I	1+	32	60,000/- to 70,000/-
2	Consultant/Professionals Grade-II	5+	45	90,000/- to 1,20,000/-
3	Consultant/Professionals Grade-III	8+	62	1,25,000/- to 1,50,000

*Experience includes upto 3 years for Ph.D holder, provided no work experience is counted during those years.

**Remuneration in respect of Retired Central Government Employees would be regulated as per DoE O.M. No. 3-25/2020-E-III A dated 09.12.2020, as amended from time to time.

3.3 Annual Increase: An annual increment 5 % in the remuneration may be granted subject to satisfactory performance and fulfilling other terms and conditions.

3.4 Entitlement of Allowances: These are consolidated emoluments and no other allowances viz. DA, Accommodation, Residential Phone, Conveyance /Transport, Personal Staff, Medical reimbursement, HRA and LTC etc. would be admissible.

3.5 Mode of Payment: The said remuneration will be released every month by administrative Division on verification of Aadhar based Bio Metric Attendance and recommendation of Division concern.

3.6 Admissibility of Travelling Allowance (TA)/Daily Allowance (DA): TA/DA will not be admissible either for joining or on expiry of the contract or attending selection process etc. However, after selection/recruitment while travelling inside the country in connection with the assigned work during the period of the consultancy, TA/DA would be allowed. Professionals/Consultants would be entitled for reimbursement of TA & DA as per entitlement of officers of level 10 in pay matrix of 7th CPC in Government of India.

3.7 Tax Deduction at source: Remuneration to Professionals/Consultants will be paid as professional services and Income Tax or any other tax liable to be deducted, as per the prevailing rules, will be deducted at source before effecting the payment, for which the MoSPI will issue TDS Certificates as applicable. MOSPI undertakes no liability for taxes and other contribution payable by the individual consultants on the payments made in this Consultancy Contracts.

4 Terms and condition of Engagement

4.1 Period & Nature of Engagement: Professionals/Consultants will be appointed purely on contractual basis for an initial period of one year which can be extended further for a maximum period of three years, one year in one stretch by the competent authority, depending on the performance of Professionals/Consultants and need of the Ministry.

4.2 Termination of Contract: The appointment of Professionals/Consultants will be temporary in nature and either party may terminate contract by giving one month's notice without assigning any reason for it.

4.3 Place of Posting: The place of posting will be mostly at MoSPI's offices located in Delhi. However, based on specific need, Professionals/Consultants may be posted/deployed anywhere in India in MoSPI's offices.

4.4 Performance Report: A clear allocation of work may be provided to the Professionals/ Consultants and weekly summary report of work (approx one page) may be sent by each Consultants to the reporting channel. An annual Performance Appraisal of the Professionals/Consultants would be undertaken through an Performance Report (PR). The performance Appraisal Committee will be constituted and the same to be chaired by JS/equivalent officer to review the work and performance of the Consultants every year and will make recommendation for further continuation/extension or otherwise. The committee may devise its own procedures based on the performance appraisal of the Consultants.

4.5 Leave: Individual Professionals/Consultants shall be entitled to leave at the rate of 1.5 days of each completed month with no accumulation of leave beyond a calendar year on pro - rata basis. Un-availed leaves cannot be carried forward to the next year. Further, leave up to one month may be considered without remuneration with the approval of Secretary, MoSPI. However, in exceptional cases for professional development, training, etc. this condition may be relaxed by Secretary, MOSPI. A female Professional/consultant would be entitled for maternity leave as per provisions contained in Maternity Benefit (Amendment) Act 2017 and communication No. S-36012/03/2015-SS-1 dated 12th April, 2017 issued by the Ministry of Labour & Employment.

4.6 Working hours: Normal working hours would be Monday to Friday as per stipulated office hours except designated holidays by Government of India. However, if work exigencies required, the Professionals/Consultants may be required to attend office on Saturdays, Sundays and designated holidays by controlling officer without any additional remuneration and allowances/compensation.

4.7 Confidentiality: Professionals/Consultants may not, except with the prior approval of competent authority in writing, in the bona-fide discharge of duties, publish a book or research paper or a compilation of articles or participate in a radio/TV broadcast or contribute an article or anonymously or pseudonymous in the name of any other person, if such book, article, broadcast, uses any information that he/she may gather as part of this assignment. During the period of engagement with MoSPI, the Professionals/Consultants would be subject to the provisions of the Indian Official Secret Act, 1923 and will not divulge any information gathered by his/her during the period of his/her engagement to anyone who is not authorized to know.

4 . 8 The Professionals/Consultants engaged by the MoSPI shall in no case represent or give opinion or advice to others in any matter which is contrary to the stated position of Government of India. Any violation may lead to discontinuation of engagement.

4.9 Use of Name, Emblem or Official Seal of MoSPI:The

Professionals/Consultants shall not advertise or otherwise make public for purposes of commercial advantage that he/she has a contractual relationship with MoSPI, nor shall the Professionals/Consultants, in any manner whatsoever, use the name, emblem or official seal of MoSPI, or any abbreviation on the name of MoSPI, in connection with its business or otherwise without the written permission of MoSPI.

4.10 Prohibition of Sexual Exploitation and Abuse: In the performance of the contract, the individual Professionals/ Consultants shall comply with the "Sexual Harassment of Women at Work Place (Prevention, Prohibition and Redressal) Act, 2013 and the Rules framed thereunder". The Individual Consultants knowledge and agrees that any breach of any of the provisions hereof shall constitute a breach of an essential terms of the contract, and, in addition to any other legal rights or remedies available to any person, shall give rise to ground for termination of the contract. In addition, nothing herein shall limit the right of MoSPI to refer any alleged breach of the foregoing standards of conduct to the relevant national authorities for appropriate legal action.

4.11 Police Verification: Police verification of the selected Professional and consultant shall be done as per the latest instruction issued by MHA. In case negative police verification is received, the contract of Professional/Consultant shall cease to exist with immediate effect without any notice.

4.12 Training: After joining, 5 days induction training (not to be paid) be organized for all the Professionals/Consultants.

5. Force Majeure and other Conditions:

5.1 Force majeure as used herein means any unforeseeable and irresistible act of nature, any act of war (whether declared or not), invasion, revolution, insurrection, or any other acts of a similar nature or force, provided that such acts arise from causes beyond the control and without the fault or negligence of the Individual Consultant.

5.2 The Individual Professionals/ Consultants acknowledges and agrees that, with respect to any obligations under the Contract that the Individual Professional/Consultant must perform in or for any areas in which MoSPI is engaged in, preparing to engage in, or disengaging from any peacekeeping, humanitarian or similar operations, any delay or failure to perform such obligations arising from or relating to harsh conditions within such areas or to any incidents of civil unrest occurring in such areas shall not, in and of itself, constitute force majeure under the Contract.

5.3 Termination: The MoSPI can terminate the contract at any time without prior notice and without providing any reason for it. However, in the normal course it will provide one month's notice to the individual Professional/Consultant. The individual Consultant can also seek for termination of the contract upon giving one month's notice to the MoSPI.

5.4 Audits and Investigations: Each invoice paid by MoSPI shall be subject to a post-payment audit by auditors, whether internal or external, of MoSPI or by other authorized and qualified agents of MoSPI at any time during the term of the

Contract and for a period of two (2) years following the expiration or prior termination of the Contract. MoSPI shall be entitled to a refund from the Individual Professionals/ Consultants for any amounts shown by such audits to have been paid by MoSPI other than in accordance with the terms and conditions of the Contract. The Individual Professional/Consultant acknowledges and agrees that, from time to time, MoSPI may conduct investigations relating to any aspect of the Contract or the award thereof, the obligations performed under the Contract, and the operations of the Individual Professional/Consultant generally relating to performance of the Contract. The right of MoSPI to conduct an investigation and the Individual Professional/Consultant obligation to comply with such an investigation shall not lapse upon expiration or prior termination of the Contract. The Individual Professional/Consultant shall provide its full and timely cooperation with any such inspections, post- payment audits or investigations. Such cooperation shall include, but shall not be limited to, the Individual Professional/Consultant obligation to make available its personnel and any relevant documentation for such purposes at reasonable times and on reasonable conditions and to grant to MoSPI access to the Individual Professional's premises at reasonable times and on reasonable conditions in connection with such access to the Individual Professional's personnel and relevant documentation.

5.5 Settlement of Disputes: MoSPI and the Individual Professional/ Consultant shall use their best efforts to amicably settle any dispute, controversy or claim arising out of the Contract or the breach, termination or invalidity thereof.

5.6 Arbitration: Any dispute, controversy or claim between the parties arising out of the Contract, or the breach, termination, or invalidity thereof, unless settled amicably, as provided above, shall be referred by either of the parties to the Secretary, MoSPI for arbitration. The Secretary, MoSPI may appoint an arbitrator for the settlement of the controversy. All disputes are subject to Delhi jurisdiction only.

5.7 Conflict of Interest: The Professional/ Consultant shall be expected to follow all the rules and regulations of the Government of India which are in force. He/she will be expected to display utmost honesty, secrecy of office and sincerity while discharging his/her duties. In case the services of the Individual Professional/ Consultant are not found satisfactory or found in conflict with the interests of the MoSPI/Government of India, his/her services will be liable for discontinuation without assigning any reason(s).

6. Selection Process: Procedure to be followed for selecting candidates for engagement as Professionals/Consultants shall be as follows:

6.1. The Selection of Professional/Consultant shall be done in accordance with the provisions stipulated in GFR 2017 under Rules 177 to 196 and Chapter 7- Selection of Individual Consultant/Service Provider (Para 7.1 and Para 7.2) Chapter -6 (para 6.5) of Manual of Procurement for Consultancy and Other Service 2017.

6.2 Advertisement of Positions: A circular shall be issued inviting applications from willing/eligible persons for engagement as Professionals/Consultants. The closing date for submission of applications should be at least 14 (fourteen) days from the date of issue of the circular. An

advertisement in this regard shall be published on MoSPI's website and National Career Service (NCS) Portal of the Ministry of Labour & Employment (MoLE).

6.3 Grading and Scrutiny of Applications: The applications received shall be placed before the Screening Committee with following composition:

JS/DDG/Equivalent officer	Chairman
Director/DS/JD	Member
DD/US/AD	Member

The Screening Committee will prepare a panel of maximum of candidates of 3 times the number of vacancies.

6.4 Selection of Candidates: The panel of the shortlisted applications shall be placed before Selection Committee/Consultancy Evaluation Committee(CEC) with following composition:

Director General/Additional Secretary	Chairman
AS&FA or Representative of AS/JS&FA	Member
JS level officer Nominated by Secretary	Member
Director/DS/JD Member	Member

* CEC may include an outside expert, if required.

The said Committee may devise its own method for selection of suitable candidates as per the requirement. The CEC may recommend a panel of names for keeping in reserve list with validity.

6.5 Approval of Recommended Candidates: Candidates recommended by the CEC, would be hired as Professionals/Consultants with the approval of Competent Authority.

6.6. Relaxation: Where the Secretary, MoSPI is of the opinion that it is necessary or expedient so to do, it may by order and for reason(s) to be recorded in writing, relax any of the provisions of these rules.

7. This issues with the concurrence of AS&FA, vide Dy. No. 61875 dated 21/11/23 and approval of Hon'ble Minister, MoSPI dated 19.06.24

(Ashish Kumar Gupta)

Director (Administration)/Head of Department

19.06.24