

No: BB/3531/2018/02
Government of India
Ministry of Water Resources
River Development & Ganga Rejuvenation
Brahmaputra Board

Basistha, Guwahati-29
Dated July 27 , 2018

CIRCULAR

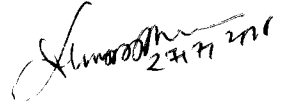
Applications are invited from retired Govt. servants who have served as Principal Private Secretary/ Private Secretary to officers of the rank of Director and above in Govt. of India for a contractual engagement as Consultant (PS) at the Liaison Office of Brahmaputra Board at Dwarka Sector-10, New Delhi, . Applicants may send their CV clearly stating the postings held in Government of India by e-mail to the Secretary, Brahmaputra Board at **bbrd-ghy @ nic.in** within two weeks time i.e. by 13.08.2018. Age should not exceed 65 years as on 13.08.2018.

Terms and conditions-

- 1.1 The incumbent will have to perform the functions of Private Secretary as consultant
- 1.2 The period of consultancy will be initially for a period of 1 (one) year from the date of joining as consultant or until further orders, whichever is earlier.
- 1.3 The engagement as Consultant (PS) in the Brahmaputra Board shall not be considered as a case of re-employment but purely on contract basis and it is neither a job nor an assurance for job in the Brahmaputra Board. This engagement will not confer any right for regular appointment to the post and will not confer any right for staking any claim for regular appointment to the post.
- 1.4 The Consultant (PS) shall be on the whole time engagement with Brahmaputra Board and shall not accept any other appointment, paid or otherwise and shall not engage himself in private practice of any kind during the period of contract.
- 1.5 The Consultant (PS) will receive a consolidated remuneration per month to be fixed by Brahmaputra Board as per Central Government norms.
- 1.6 The Consultant (PS) should abide by the rules and regulations of the Brahmaputra Board and other rules and procedures applicable to an ordinary Government Servant, while on service on contract basis
- 1.7 The Consultant (PS) will be allowed TA/DA for official journeys as per the entitlement of Grade Pay of Rs.6600/- (6th CPC). The Controlling Officer for allowing tours/ approving tour programme will be Chairman or the Competent Authority of Brahmaputra Board. However, he will not be entitled for any other allowances.

- 1.8 No CPF/ GPF will be accumulated for the service rendered by the Consultant (PS)
- 1.9 The Consultant (PS) will be eligible for 04 (four) days leave in a calendar year and no remuneration will be paid in case the absence exceeds four days. Also, un-availed leave will not be carried forward nor will be encashed.
- 1.10 The working hours shall be the official working hours of Brahmaputra Board as per roster and as decided by the Chairman/or the Competent Authority in Brahmaputra Board. But the The Consultant (PS) may be required to sit late beyond normal hours and may be called on Saturdays/Sundays/ Gazetted holidays, if situation so requires, on orders of Chairman or Competent Authority of Brahmaputra Board.
- 1.11 The 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 Brahmaputra Board will issue TDS Certificate
- 1.12 The Intellectual Property Rules (IPR) of the data collected as well as the deliverables produced for the Brahmaputra Board as a whole shall not be utilized or published or disclosed or part with, to a third party and any part of the data or statistics or proceedings or information collected for the purpose of this contract, or during the course of the contract shall be disclosed, without the written consent of the competent authority of Brahmaputra Board
- 1.13 During the period of assignment in Brahmaputra Board and also thereafter, it is likely that the Consultant (PS) may come across certain information of important/ confidential nature. The Consultant (PS) will not divulge any information gathered by the Consultant (PS) during the period of assignment, to anyone who is not authorized to know / have the same.
- 1.14 On termination/closure of contract period, the Consultant (PS) will be bound to hand-over the entire set of records of assignment to the PPS to Chairman or Competent Authority of Brahmaputra Board before expiry of the contract and before the final payment is released by Brahmaputra Board
- 1.15 The Consultant (PS) will in no case represent or give opinion or advice to others in any matter which is adverse to the interest of the Brahmaputra Board in particular and to the Government in general
- 1.16 The place for settlement for all disputes through negotiation, mediation, referral and also through legal media would be Guwahati and decision of the or Competent Authority of Brahmaputra Board shall be binding to the Consultant (PS)
- 1.17 The Chairman, Brahmaputra Board may terminate the contract if-
 - 1.17.1 The Consultant (PS) is unable to address the assigned works,

- 1.17.2 Quality of the assigned works is not up to the satisfaction of the Chairman, Brahmaputra Board
- 1.17.3 The Consultant (PS) fails in timely achievement of the milestones as finally decided by Brahmaputra Board
- 1.17.4 The Consultant (PS) is found lacking in honesty and integrity
2. The Chairman, Brahmaputra Board reserves the right to terminate the contract, by giving 1 (one) month's notice and the termination shall be effected by written notice served on the Consultant (PS) and shall take effect in 30 (thirty) days of delivery of such notice, the termination will be without prejudice to either party's rights accrued before termination


(D. J. Borgohain)
Secretary

Copy to:-

1. PPS to Chairman, Brahmaputra Board, Basistha, Guwahati-29
2. PS to Vice Chairman, Brahmaputra Board, Basistha, Guwahati-29
3. Financial Adviser, Brahmaputra Board, Basistha, Guwahati-29
4. Chief Engineer-II, Brahmaputra Board, Basistha, Guwahati-29
5. Deputy Financial Adviser, Brahmaputra Board, Basistha, Guwahati-29
6. Executive Engineers, Liaison Office, Brahmaputra Board, New Delhi
7. In-charge, IT Cell, Brahmaputra Board, Basistha, Guwahati-29 with a request to upload the aforesaid Circular in the website of Brahmaputra Board
8. Notice Boards
9. Relevant Files/ Guard Files