



PUDUCHERRY SMART CITY DEVELOPMENT LIMITED

No.2, Old Court Building, Bussy Street, Puducherry-605001

Phone – (0413) 2224434

e-mail : pondysmartcity@gmail.com

No.360/PSCDL/Estt./2021-22/468

Puducherry, dated 12/06/2021

ENGAGEMENT OF MANAGER ON CONTRACT BASIS

Applications are invited from retired Junior Accounts Officer from the Government of Puducherry / PSU / Autonomous Bodies for filling up of **1 post of Manager** in Puducherry Smart City Development Limited (PSCDL) on short term contract basis. The eligibility and other terms & conditions of engagement and application can be downloaded from the PSCDL website www.pondicherrysmartcity.in (or) can be had from the office of the PSCDL in the above address. The last date for submission of application to the PSCDL Office by hand or post will be 12.00 hours on 25.06.2021. For any queries, contact: 0413-2224434 during working hours.


**CHIEF EXECUTIVE OFFICER
PSCDL**



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Puducherry, dated 12/06/2021

ENGAGEMENT OF MANAGER ON CONTRACT BASIS

The Puducherry Smart City Development Limited invites application from retired Junior Accounts Officer from Government of Puducherry / PSU / Autonomous Bodies having considerable experience in accounts and auditing and functioning of Government Departments for engagement as Consultant on short term contract basis as per eligibility criteria and terms and conditions given hereunder

Essential Qualification / Experience

- Any U.G. Degree
- Retired Junior Accounts Officer from Government of Puducherry / PSU / Autonomous Bodies with Pay Level – 7 or above and having experience in accounting and auditing procedures
- Having knowledge in government rules & regulations and other statutory provisions governing receipts and payments of state / central funds, preparation of budget estimates, settlement of work bills and other bills, e-tendering process, etc.
- Working knowledge in Computer.

Period of Engagement

- Initial contract would be for a period of 6 months extendable for a further period as per need in this office. Maximum age limit for working on contract shall be 65 years.
- In case, the applicant after retirement had rendered service on contract basis in any government office, such period of service will be taken into account to calculate the maximum period of engagement as consultant after retirement (i.e. 5 years) prescribed in the guidelines for engagement of retired government officials issued by the Finance Department, Government of Puducherry.
- The engagement would be on a full time basis. The person engaged may be required to work on even holidays as and when required for which no additional fee will be paid.

- The engagement is of a temporary nature and can be terminated at any time without assigning any reason.

Age Limit for applying

- The applicant's age should not be more than 63 years as on the last date of receipt of application.

Entitlements

- The Manager engaged on contract basis will be paid consolidated remuneration equivalent to his / her last pay drawn minus pension. He / She will also be paid Dearness Allowance on the remuneration amount at the rates applicable for Central Government / State/UT Government / Autonomous bodies employees on the date of engagement. No other allowance such as HRA / Transport Allowance, etc. will be payable.
- Retired Government official appointed as Manager shall continue to draw pension and the dearness relief on pension during the period of engagement on contract basis
- The Manager shall not be entitled to any allowance such as Dearness Allowance, Residential Telephone, Residential Accommodation, Personal Staff, Medical Reimbursement, etc.
- The Manager shall be eligible for 12 days leave in a calendar year on pro-rata basis. Any un-availed leave in a calendar year cannot be carried forward to next calendar year. The PSCDL would be free to terminate the services in case of absence by more than 15 days beyond the entitled leave in a calendar year.
- TA / DA shall be admissible for travel outstation in connection with official work at the rates applicable to government official holding equivalent post on regular basis.

Other Terms & Conditions

- The Manager shall enter into a contract agreement with the PSCDL as per the enclosed proforma and abide by the contract agreement and other restrictions as applicable to Government employees. The PSCDL shall reserve the right to review / terminate the contract at any time without assigning any reason.
- Engagement as Manager on contract basis shall not be considered as a case of re-employment

- The Manager shall perform the services as per the terms of reference and tasks / jobs assigned by the PSCDL
- The Income Tax or any other tax liable to be deducted as per the existing rules will be deducted at source before payment
- The Intellectual Property Rights of the data collected as well as the deliverables produced for the PSCDL shall remain with the PSCDL. No one shall utilize or publish or disclose or part with to a third party any part of the data or statistics or proceedings or information collected for the purpose of assignment or during the course of the assignment for the PSCDL, without the consent of the PSCDL
- The Manager appointed by the PSCDL shall in no case during the period of service in PSCDL, represent or give opinion or advice to others in any matter which is not in the interest of the PSCDL
- The PSCDL reserves the right to change any terms and conditions of this advertisement and also to cancel this advertisement at any stage.
- The PSCDL reserves the right to accept or reject any or all applications.
- The PSCDL in line with the prevailing government policies / procedures may specify any other conditions / guidelines as considered appropriate during the period of engagement.

Interested eligible retired Junior Accounts Officer from the Government of Puducherry / PSU / Autonomous Bodies may submit their applications in the enclosed format along with copy of documents as referred in the application to the Chief Executive Officer, Puducherry Smart City Development Limited, No.2, Old Court Building, Bussy Street, Puducherry – 605 001.

Incomplete applications and applications received after closing date will be rejected without any intimation to the individual. The PSCDL reserves all right to accept or reject in part or in full or all the responses without assigning any reasons whatsoever

The last date for receipt of application is 25.06.2021


CHIEF EXECUTIVE OFFICER
PSCDL

PROFORMA FOR AGREEMENT TO BE EXECUTED WITH THE MANAGER
ENGAGED ON CONTRACT BASIS

This AGREEMENT is made on this _____ day of _____ 2021 BETWEEN the Chief Executive Officer of Puducherry Smart City Development Limited (hereinafter called the Employer which expression shall unless excluded by or repugnant to the context, be deemed to include his successors in office and assigns) of the one part and Mr./Mrs. _____ (Name and Address) (hereinafter called the Appointee) of the other part.

WHEREAS, the Employer is desirous to have the services of the Appointee to engage him as full-time Manager on contract basis in Puducherry Smart City Development Limited, Puducherry (herein after called the said PSCDL) and he shall attend the works pertaining to _____ (Nature of Works) and also any other assigned by the Employer.

AND WHEREAS the Appointee having agreed to take up the assignment as full-time Manager on contract basis and having reported for duty on _____ and the Employer is willing to engage the appointee in the aforesaid capacity for a period of six months or till the necessity therefore ceases, whichever is earlier on the terms and conditions hereafter appearing.

NOW THEREFORE, THIS AGREEMENT as under:

1. The service of Manager will be on a full time basis.
2. The engagement will be for a period of six months from the date of joining.
3. The Appointee will be paid a total Fee of _____ per month.
4. TA/DA on official tour will be paid as per the entitlement to his counterpart in Government.
5. The Appointee is entitled for leave of 12 days in a calendar year on pro-rata basis.
6. All expenses towards stamp duty, etc., on his agreement shall be borne by the Employer.
7. He will report to the Chief Finance Officer / Joint Chief Executive Officer / Chief Executive Officer
8. The terms and conditions prescribed in the notification issued by the PSCDL inviting applications for engagement as Manager on contract basis shall form a part of this agreement.

IN WITNESS WHEREOF the parties hereto have signed the Agreement the
day and the year first above written.

Witness:

1.

Head of Department concerned

For and behalf of Employer

2.

Manager

(Appointee)

**APPLICATION FOR ENGAGEMENT OF RETIRED JUNIOR ACCOUNTS OFFICER
AS MANAGER ON CONTRACT BASIS IN PSCDL**

Closing Date: _____

1.	Name in Full: (in Block letters)			
2.	Date of superannuation: (DD-MMM-YYYY)			
3.	Designation at the time of Superannuation			
4.	Basic Pay & Grade Pay/ Pay Level at the time of Superannuation			
5.	Name of the Organization last served with address			
6.	Date of birth (DD-MMM-YYYY)			
7.	Age (As on closing date of advertisement)			
8.	Gender: Male/Female			
9.	Address for correspondence :			
	E-mail :			
	Contact No.:			
10.	Educational Qualification (Degree / Diploma onwards)			
11.	Details of Knowledge of Computer			
12.	Complete record of services rendered in Organizations / Establishments before retirement (with special reference to the experience in the level of post for which application is made)			
	Post Held with Pay Level	From	To	Subjects Handled (in brief)
13.	Complete record of services rendered in Organizations / Establishments after retirement			
	Post Held with Pay Level	From	To	Subjects Handled (in brief)
14.	Any other relevant information (please enclose separate sheet, 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 PSCDL. I have read this circular and ready to accept all the terms and conditions for engagement as Manager (Technical). I further declare that I was clear from vigilance angle at the time of retirement.

Place:

(Signature of the Applicant)

Date :

Following documents are to be enclosed by the applicant

1. Copy of Identity Proof
2. Copy of Proof of Address
3. Copy of P.P.O (Pension Payment Order)
4. Copy of proofs of Educational Qualification
5. Copy of Experience Certificates