

PONDICHERY SOCIETY FOR HIGHER EDUCATION

(A Society fully funded and managed by the Government of Puducherry)
(PONSHE REG.No.397/2007)

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File No: M-13/985/2024-O/o PONSHE

NOTIFICATION

Sub: PONSHE - Applications for engaging Consultant on Contract basis in the grade of Assistant from the Retired Officials-Called for-Reg.

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Applications are invited from the retired Superintendents or Assistants with 05 years of service for engagement as Consultants on Contract basis in the grade of Assistant for a period of six months (shall be extended in six monthly periods not exceeding a maximum of 2 to 5 years or till attaining the age of 65) in the Office of Pondicherry Society for Higher Education, PIPMATE Complex, Lawspet, Puducherry and its Constituent College as detailed below. The selection procedure, other terms and conditions of the engagement will be as per the guidelines stipulated in the I.D. Note/Memorandum No. 46324/FD/F3/2014 dated 11.09.2014 & 01.12.2022 of the Finance Department, Puducherry.

Sl. No.	Name of the Office	No. of Assistant post
01	The O/o Pondicherry Society for Higher Education (PONSHE)	02 (Establishment and Accounts Section each one)
02	Perunthalaivar Kamarajar Arts College, Kalitheerthalkuppam	01
03	Rajiv Gandhi Arts and Science College	01
04	Kasthurba College for Women, Villianur	01

2. On selection, the Officials shall execute an agreement in the prescribed form. The appointment of consultants shall be purely of temporary basis against the specific jobs and the appointment will be cancelled at any time without assigning any reasons thereof. The duly filled in application form, as prescribed in the Annexure-I (enclosed), may be submitted to the Member Secretary, Pondicherry Society for Higher Education, PIPMATE Complex, Lawspet, Puducherry on the envelope " APPLICATION FOR THE POST OF CONSULTANT" on or before 04.11.2024. The terms and conditions of engagement are enclosed in Annexure to this Notification.

(AMAN SHARMA)
MEMBER SECRETARY (PONSHE)

To

1. The Director, Directorate of Information Technology, Puducherry. -----

With a request to upload the Notification in the Official website of Govt. of Puducherry.

2. The Web Master, DHTE.
3. The Principal, PKAC/RGASC/KCW.

} With a request to upload in Website

Annexure

Terms and Conditions for engagement of Consultants on Contract Basis in the grade of Assistant to O/o PONSHE and its constituent Colleges

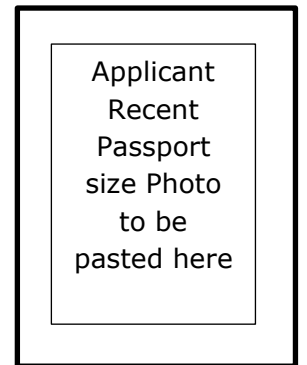
Qualification	Should be a retired Govt. Official in the grade of Superintendent or Assistant with 05 years of Service and below 65 years of age.
Service to be performed	Establishment and Accounts
Duration of Service	The engagement shall be for a period of six months and shall be extended in six monthly periods not exceeding a maximum of 2 to 5 years or till attaining the age of 65.
Experience	The Official should have experience in all aspects of Establishment and Accounts related works.
Desirable	Having Computer Knowledge.
Age Limit	The Maximum age limit will be 65 years.
Fee & Allowances	The engagement will be on Full time basis and the fee shall be equal to Last Pay Drawn minus Pension and Dearness Allowances. No allowances admissible except TA on Official Tour at the rates applicable to Govt. Officer holding equivalent post on regular basis.
Leave	Twelve (12 days) in calendar year on pro-rata basis and other conditions stipulated in the I.D. Note/Memorandum dated 11.09.2014 & 01.12.2022 applies.
Nature of engagement	The engagement as Consultants shall be purely on temporary basis subject to execution of the Agreement appended to the above said I.D. Note. The appointment will be cancelled at any time by the employer without assigning any reasons thereof.
Mode of Selection	Application received shall be shortlisted by the Consultancy Evaluation Committee of PONSHE and subject to the approval of Govt.
Others	The other terms and conditions of the agreement shall be in accordance with the I.D.Note/ Memo.No.46324/FD/F3/2014, dated 11.09.2014 and 01.12.2022 of the Finance Department, Puducherry. On selection, the officials shall execute an agreement in the prescribed form. All Expenses towards stamp duty, etc., on this agreement shall be borne by the individual.

ANNEXURE – I

PRO FORMA

APPLICATION FOR ENGAGEMENT OF RETIRED GOVERNMENT OFFICIALS AS CONSULTANTS IN GOVERNMENT DEPARTMENTS/AUTONOMOUS BODIES

1. Name :
2. Date of Birth :
3. Address for Communication :
4. Contact Number :
5. E-mail ID :
6. Particulars of Government Service :
 - 6.1 Date of Joining in Govt. Service :
 - 6.2 Date of retirement and the post in which retired :
 - 6.3 Name of the Department/ Organization from which retired. :
 - 6.4 Last Pay drawn (Copy of PPO to be enclosed) :
7. Educational Qualification :
8. Details of knowledge in Computer :
9. Brief particulars of experience with nature of duties performed (starting from last appointment) :



Sl. No.	Name of the Ministry/Department	Period		Post held	Nature of Work
		From	To		

10. Additional information if any, in support of the suitability of the post and place to which applied :

DECLARATION

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 retirement.

Signature of Applicant

Place :

Date :

ANNEXURE-II

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

This AGREEMENT on this day of _____ BETWEEN the PRESIDENT OF INDIA through the Pondicherry Society for Higher Education (PONSHE) (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 _____ 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/her as full time/part time Consultant on contract basis in the _____ 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/part time Consultant on contract basis and having reported for duty on _____ and the Employer 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 :

- i. The Consultancy service will be on a full time / part time basis..
- ii. This agreement will be for a period of six months from the date of engagement.
- iii. The Appointee will be paid a total remuneration of Rs. _____ (Rupees in words) per month.
- iv. TA / DA on official tour will be paid as per the entitlement to his/her counterpart in Government.
- v. The appointee is entitled for leave of 12 days in a calendar year on pro-rata basis.
- vi. All expenses towards stamp duty, etc. on this agreement shall be borne by the individual.
- vii. He will report to the _____ (Officer concerned).

IN WITNESS WHERE OF the parties here to have signed the Agreement the day and year first above written.

Pondicherry Society for Higher Education.
For and behalf of President of India
(Employer)

Witness

- 1.
- 2.

Consultant (Appointee)