

**OFFICE OF THE CHIEF AUDITOR**  
**NORTH/SOUTH/EAST DELHI MUNICIPAL CORPORATIONS**  
27<sup>th</sup> Floor, Civic Centre, Minto Road, New Delhi  
Ph. 011-23227704, 23227706, 23227707, 23227718

No. MCA/Admn./PCA/3-178/Vol-II/ 864

Dated:-20.02.2020

**CIRCULAR**

**Sub:- Engagement of consultants on contract basis from amongst the willing retired officers of this office and from other Departments/Organizations of Govt. of India, Institute of Public Auditors of India, Indian Audit and Accounts Department and Accounts Department of North, South & East Delhi Municipal Corporations against the vacant posts of Sr. Audit Officer/Audit Officer and Assistant Audit Officer.**

The Office of the Chief Auditor, North, South and East Delhi Municipal Corporations invites applications for engagement of Consultant on contract basis against the vacant posts of Sr. Audit Officer/Audit Officer and Asstt. Audit Officer from amongst the willing retired Supervisor (Audit), Assistant Audit Officers, Audit Officers, Senior Audit Officers and Deputy Chief Auditors of this office and from other Departments/Organisations of Govt. of India, Institute of Public Auditors of India, Indian Audit and Accounts Department and Accounts Department North, South and East Delhi Municipal Corporations, initially for a period of six months at the first instance which may be extended upto maximum of five years, one year at one go, based on the functional requirement from time to time and as per the terms and conditions of engagement as consultants on contract basis given in Annexure-I and II annexed with this circular.

The intending/willing above category of officers retired from the Offices/Organisations/Departments mentioned in this circular may send/submit their applications to this office at the above mentioned address complete in all respect alongwith complete bio-data and two photographs within 30 days from the issue of

this circular, positively. The application received after expiry of the above period of 30 days shall not be entertained.

*Jai Pal Singh*  
(JAI PAL SINGH)

DEPUTY CHIEF AUDITOR (ADMN.)

**Copy to:**

1. Notice Board of the office of the Chief Auditor at 27<sup>th</sup> Floor, Dr. SPM Civic Centre, New Delhi.
2. Additional Director (I.T.), North Delhi Municipal Corporation for uploading the circular in the official website of Statutory Audit Department of the Office of the Chief Auditor, North, South and East Delhi Municipal Corporations.
3. Institute of Public Auditors of India, 223, 2<sup>nd</sup> floor, 'C' Wing, AGCR Building, I.P. Estate, New Delhi-110002.
4. Office of the C&AG of India, New Delhi for displaying on their Notice Board for giving wide publicity among the retired officers of Indian Audit and Accounts Department.
5. Addl. Commissioner (F,A&P), North DMC, C.A. cum F.A., South DMC and C.A.-cum-F.A., East DMC.
6. Controller General of Accounts, Govt. of India.
7. Controller General of Defence Accounts, Govt. of India.
8. Controller General of Accounts, Ministry of Railways, Govt. of India.
9. Controller General of Accounts, P&T Deptt., Ministry of Communication, Govt. of India.
10. Accountant General Offices of all the States in India.

Bio-data of retired officer/candidate to be attached with the Application with two Passport size Photographs, for engagement as consultant on contract basis against the vacant posts of Sr. Audit Officer and Asstt. Audit Officer in the Office of the Chief Auditor, North, South and East Delhi Municipal Corporations.

Affix  
photograph  
here

1.	Name of the retired officer	
2.	Date of birth	
3.	Residential Address With Mobile Tel. Nos.	
4.	Name of the regular post held at the time of retirement	
5.	Department/office from which retired and post held at the time of retirement.	
6.	Date of initial appointment in Govt. Service.	
7.	Date of retirement from Govt. Service.	
8.	Details of service rendered from the date of joining Govt. service till the date of retirement from Govt. service	
9.	Academic qualifications.	
10.	Professional or/any other qualifications.	
11.	Any other achievement in service career which the candidate wants to mention in the bio-data.	
12.	General health conditions of the Applicant/candidate.	

Signature of the Candidate  
Date:-



ANNEXURE – I

TERMS & CONDITIONS FOR ENGAGEMENT AS CONSULTANT ON CONTRACT BASIS

1. The engagement of Consultant would be full time basis and he would not be permitted to take up any other assignment during the period of his assignment as Consultant with the Office of the Chief Auditor, North, South & East Delhi Municipal Corporations.
2. The headquarters will be at Civic Centre, New Delhi. The Consultant will work in the Office of the Chief Auditor, North, South & East Delhi Municipal Corporations and will perform such work as may be assigned to him from time to time.
3. Period of engagement will be for six months from the date of joining which may, at the discretion of Municipal Chief Auditor be that extended up to 5 years, one year at one go. The period of one year engagement may also be curtailed by the Municipal Chief Auditor at his/her discretion.
4. The appointment is of a temporary nature and the appointment can be cancelled at any time without assigning any reason thereof.
5. The Consultant will be entitled to 8 days paid leave during a calendar year.
6. The Consultant will not be entitled to any allowance/perquisite such as HRA, CCA, LTC, Residential accommodation, medical facility etc.
7. The Consultant will be required to maintain office time, decorum, discipline as expected of a regular employee.
8. The TDS will be deducted as per the prevalent rules and necessary TDS certificate will be issued.
9. This office shall not be liable for any loss, damage, theft, burglary or robbery of any personal belongings/equipment or vehicles of the person so engaged as Consultant on contract basis.
10. The Consultant shall not claim any benefit/compensation/absorption/regularisation of service with this office under the provision of the Industrial Disputes Act, 1947 or Contract Labour (Regulation & Abolition) Act, 1970.
11. The Consultant so engaged may be called on Saturdays, Sundays and any other holidays, if required and shall not be entitled to any compensatory leave in lieu thereof.
12. During the period of assignment, it is likely that the Consultant may come across certain information of importance or secret nature. The Consultant would, therefore, be subject to the provisions of the Indian Official Secrets Act, 1923, not only during the period of his assignment but also thereafter. More importantly, Consultant will not divulge any information gathered by him during the period of his assignment to anyone unless authorised by the Competent Authority to do so.
13. The age of the consultant at the time of engagement should not exceed 62 years.
14. The consultant will be engaged on the remuneration of Last Pay drawn minus Pension plus variable DA and Transport Allowance for journey from residence to office and back equal to the serving officer/officers of same/equivalent rank, on which the officer concerned retired.

**ANNEXURE – II**

**AGREEMENT OF CONTRACT FOR ENGAGEMENT AS CONSULTANT**

I ..... (Name of person in Capital letters), Son of  
..... Resident of .....  
..... do hereby agree and affirm as follow:

1. That I have applied for the position of ..... and in consideration of the application I have been offered to be engaged as Consultant on contract basis in the Office of the Chief Auditor, North, South & East Delhi Municipal Corporations vide letter No. .... (hereinafter called 'offer letter'), for the period of six months.
2. That I have been conveyed the Terms & Conditions of engagement as Consultant on contract basis in the offer letter and I have agreed to the same.
3. I also agree that my engagement with the Office of the Chief Auditor, North, South & East Delhi Municipal Corporations is for a limited period, as indicated in the offer letter and I shall not have any claim to any existing or future regular post in the Office of the Chief Auditor, North, South & East Delhi Municipal Corporations.
4. I also agree that the Municipal Chief Auditor, North, South & East Delhi Municipal Corporations has full right to terminate my contract of engagement as Consultant on contract basis if I am found wanting in any manner in discharge of any assignment given to me to discharge as Consultant.

Signed on this day of ..... (month) ..... Year ..... at New Delhi.

(Signature)  
Name of the Person

Witness:  
Name:  
Address: