

No.21/01/2022-CS.I(Coord.)
Ministry of Personnel, Public Grievances & Pension
Department of Personnel & Training
(CS.I Division)

Loknaya Bhawan, New Delhi
Dated the 8 December, 2022

OFFICE MEMORANDUM

Sub: Engagement of retired Central Government Officers as Consultant in Vidhi Sahitya Prakashan, New Delhi- reg.

Reference is invited to Ministry of Commerce & Industry's Corrigendum No. 12023/03/2022-VSPI dated 02.12.2022, for engagement of retired Central Government Officers as Consultant in Vidhi Sahitya Prakashan, New Delhi. The last date of submission of the application may be treated as 10.12.2022.

2. In case of any further clarification, the applicants are requested to contact concerned Ministry/Department/Office.


(Sunil Kumar)

Under Secretary to the Govt. of India
Tel. No. 011-24629412

To
All Ministries/ Departments (through DoPT's website).

F. No.12023/03/2022-VSP
Government of India
Vidhi Sahitya Prakashan
Legislative Department
Ministry of Law & Justice


ILI Building, Bhagwan Dass Road
New Delhi, dated the 02 December, 2022

Corrigendum

Subject: - Engagement of retired Central Government Officers as Consultant in Vidhi Sahitya Prakashan, New Delhi.

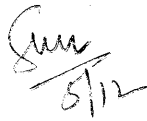
In continuation to this Department's OM of even number dated 26.10.2022 (copy enclosed) regarding appointment of 03 Consultant on Contract basis in Vidhi Sahitya Prakashan, Legislative Department, Ministry of Law and Justice, the last date of receipt of application may be treated as 10.12.2022.

2. It is therefore requested that the corrigendum may please be published on the website of the DoP&T.


[K. C. Joshi]
Section Officer
01123386905

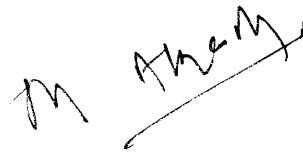
To,

Under Secretary (Shri Zachariah Thomas)
Department of Personnel and Training
2nd Floor Lok Nayak Bhawan,
New Delhi - 110001


5/12


5/12


5/12


5/12

F.No.A-12023/2/2022 VSP (A)
Government of India
Ministry of Law and Justice
Legislative Department
Vidhi Sahitya Prakashan

ILI Building, Bhagwan Das Road, New Delhi
Dated the 26 October, 2022

OFFICE MEMORANDUM

Subject:- Engagement of retired Central Government Officers as Consultants (03) purely on Contractual basis- regarding.

Vidhi Sahitya Prakashan, Legislative Department, Ministry of Law and Justice, proposes to engage 03 retired Central Government Officers as Consultant purely on Contractual basis, as per the circular attached herewith.

2. DoP&T (CS Division) is requested to publish this circular on its official website for wider circulation.

Enclosure: As above.

(Signature)
26/10/22
(K. C. Joshi)

Section Officer (Admin.)

To

Department of personnel & Training,
(Sh. Zachariah Thomas, Under Secretary, CS-I (Cord) Division,
2nd floor, Lok Nayak Bhawan, Khan Market,
New Delhi- 110003.

(Signature)
26/10/22

F.No.A-12023/2/2022 VSP (A)
Government of India
Ministry of Law and Justice
Legislative Department
Vidhi Sahitya Prakashan

Applications are invited from the retired central Government employee to engage 03 Consultants in Vidhi Sahitya Prakashan, Legislative Department, Ministry of Law and Justice on contract basis for a period of one year, the details are available on the website of the Department (<http://www.legislative.gov.in>) and DoP&T (www.dopt.gov.in) under the heading "Recruitment". Interested and eligible candidates may submit their application in prescribed Performa available on the websites within 21 days of publication of this advertisement in Newspaper.

(K. C. Joshi)
Section Officer (Admin.)
Vidhi Sahitya Prakashan
Legislative Department
ILI Building, Bhagwan Dass Road,
New Delhi. Tel. 23386905

F. No.A-12023/2/2022 VSP (A)
Government of India
Ministry of Law and Justice
Legislative Department
Vidhi Sahitya Prakashan

ILI building , Bhagwan Das Road, New Delhi
Dated the 26th October, 2022

CIRCULAR

Subject:- Engagement of 03 retired Central Government officers as Consultant in the Legislative Department, Ministry of Law and Justice, Vidhi Sahitya Prakashan purely on contractual basis- regarding.

It is proposed to engage 03 retired Central Government Officers to work as Consultant on full time basis in the Legislative Department, Ministry of Law and Justice VSP purely on contractual basis.

2. The eligibility criteria, terms and conditions and remuneration are as follows:-

	Number of consultants to be engaged	03 (three)
i	Eligibility condition	Officers retired pay Level-7 & above Central Government Department
ii	Scope of Work	All Administration, Establishment and accounts matters, Hospitality and procurement of goods and services through GeM. RTI matters, Parliament Questions.
iii	Period of engagement	The initial engagement as Consultant shall be for a period of one year, which may be extended, based on requirement of the Division, performance and health of Consultant(s) concerned.
iv	Job Location	VSP ILI Building, Bhangwan Dass Road, New Delhi
v	Remuneration	i. Fixed remuneration as per the directions of Ministry of Finance, DoE - Last pay drawn minus pension plus Transport Allowance admissible at the time of retirement ii. However, retired employees engaged as consultants may be allowed TA/DA on official


		<p>tour, if any, as per their entitlement at the time of their retirement.</p> <p>iii. No Dearness Allowance is payable.</p> <p>iv. No HRA, Provident Fund, Pension , Insurance, Gratuity, Medical Attendance Treatment, Seniority, Promotion etc. or any other benefits as available to be regular Government Servant. The amount of remuneration so fixed shall remain unchanged for the term of contract and there will be no annual increment/ percentage increase during the contract period.</p>
vi	Leave	<p>1.5 days of paid leave for each completed month of service. 'No work no pay' will be applicable during the period of contract, if more than prescribed leave will be taken. Accumulation of leave beyond a calendar year is not allowed.</p>
vii	Working hours	<p>i. Working hours shall be from 9:00 a.m. to 5:30 p.m. (Monday to Friday). No extra compensation will be paid apart from consolidated remuneration admissible even if a person attends office beyond normal office hours.</p> <p>ii. Will be required to work from home in any condition of lockdown/ Govt. Instructions</p>
Viii	Working experience	<p>i. All Establishment matters like appointment/promotion/pay fixation/MACP, Amendment of Recruitment Rules, Noting Drafting regarding establishment, Medical Bills, Leave Record, All Entries pertain Service Books, Tuition Fee, Hospitality, Telephone and other bills, Correspondence with Ministry and other Departments/UPSC/SSC, e-office, procurement of goods and services through GeM. RTI matters, Parliament Questions, LTC, Preparing of Salary bills, GPF bills, Medical Bills Publication bills, budget allocation etc.</p> <p>ii. Must have good working knowledge of computer (Ms Office/ E-Office/Internet/E-mail).</p>
ix	General Terms & Conditions	<p>i. Eligible retired officers should be in good health.</p> <p>ii. The Consultant should maintain absolute</p>

		<p>confidentiality and secrecy of the information handled by him/her during the contract and even after termination of Contract, failing which the Consultant will be liable for suitable action. For this, he/she is required to give a non- disclosure undertaking.</p> <p>iii. The consultant shall have to perform duties/ services as assigned to him/her by necessary skills, diligence, efficiency and economy.</p> <p>iv. The consultant shall not be entitled to any TA/DA for joining the appointment.</p> <p>v. Engagement may be terminated at any time by the competent authority without assigning any reason or notice.</p>
X	Last date for receipt of application	Interested and eligible candidates may submit their application in prescribed Performa available on the website within 21 days of publication of this advertisement in Newspaper.

3. The persons who fulfill the eligibility criteria as mentioned above and willing to work as consultant on the terms and conditions mentioned above, must submit their application, in the prescribed format enclosed as Annexure-I, to reach physically within 21 days of publication of this advertisement in Newspaper at the following address:-

Section Officer (Admin.)
Vidhi Sahitya Prakashan
Room No. 10, 1st Floor,
ILI Building,
Bhagwan Dass Road,
New Delhi-110001

4. Further, for selection purpose, decision of the Selection Committee will be final and binding on all candidates. Application received with incomplete information or received beyond the closing date/ time will not be considered and summarily rejected without any further communication.

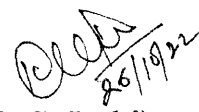

(K. C. Joshi)
Section Officer (Admin.)
Tel:- 23386905

		<p>confidentiality and secrecy of the information handled by him/her during the contract and even after termination of Contract, failing which the Consultant will be liable for suitable action. For this, he/she is required to give a non- disclosure undertaking.</p> <p>iii. The consultant shall have to perform duties/ services as assigned to him/her by necessary skills, diligence, efficiency and economy.</p> <p>iv. The consultant shall not be entitled to any TA/DA for joining the appointment.</p> <p>v. Engagement may be terminated at any time by the competent authority without assigning any reason or notice.</p>
X	Last date for receipt of application	Interested and eligible candidates may submit their application in prescribed Performa available on the website within 21 days of publication of this advertisement in Newspaper.

3. The persons who fulfill the eligibility criteria as mentioned above and willing to work as consultant on the terms and conditions mentioned above, must submit their application, in the prescribed format enclosed as Annexure-I, to reach physically within 21 days of publication of this advertisement in Newspaper at the following address:-

Section Officer (Admin.)
Vidhi Sahitya Prakashan
Room No. 10, 1st Floor,
ILI Building,
Bhagwan Dass Road,
New Delhi-110001

4. Further, for selection purpose, decision of the Selection Committee will be final and binding on all candidates. Application received with incomplete information or received beyond the closing date/ time will not be considered and summarily rejected without any further communication.



(K. C. Joshi)
Section Officer (Admin.)
Tel:- 23386905