

TECHNOLOGY DEVELOPMENT BOARD

[A Statutory Body of Department of Science & Technology]

Government of India

Wing A, Ground Floor, Vishwakarma Bhavan, Shaheed Jeet Singh Marg, New Delhi-110016

Notice Inviting Expression of Interest for Engagement as Consultant in TDB on a short term contract basis.

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Disclaimer: This Notice Inviting Expression of Interest (NIE) for Consultants in TDB is neither an agreement nor an offer by the Board to the prospective Applicants or any other person. The purpose of this NIE is to provide interested parties with information that may be useful to them in the formulation of their Applications pursuant to this NIE. This NIE includes statements, which reflect various assumptions and assessments arrived at in relation to the Consultancy that may not be accurate. The Board may, in its absolute discretion but without being under any obligation to do so update, amend or supplement the information, assessment or assumptions contained in this NIE.

Completed applications / CV in the attached format to be sent to the Under Secretary, Technology Development Board, A-Wing, Ground Floor, Vishwakarma Bhawan, Shaheed Jeet Singh Marg, New Delhi-110016, by Registered Post or through Speed Post in a sealed cover super-scribed "Application for the position of Consultant in TDB.. The last date of submission of application is **08th Dec 2017, 5.00 PM.**

CHAPTER I
INSTRUCTION TO APPLICANTS

A. Invitation Related Information.

The Technology Development Board invites applications in the prescribed format from retired Bankers / Finance Executives / Govt Officers for engagement of Consultants (03) on a short term contract basis initially for a period of six months which may be extended or curtailed as per the functional need of the Board.

CHAPTER 2
SCHEDULE OF ESSENTIAL REQUIREMENTS AND SELECTION PROCESS

A. A person with the qualification as mentioned below can apply;

- a. Has retired /held position of Chief Manager / Deputy Director or equivalent in Banks / Financial Institution /Government organizations etc. dealing in project financing.
- b. The person should have adequate knowledge and experience of at least 15 years in Project Financing and Recoveries.
- c. Should not have under disability by virtue of statutory provision or by reason of public policy or dismissal or removal from service as a result of any disciplinary proceeding or offences involving moral turpitude.
- d. Should NOT be more than 70 years of age as on the closing date.

B. Desirable qualification;

- a. Experience of handling legal / recovery cases.

C. Selection Process

The Applicants shall be shortlisted based on fulfilment of the essential eligibility requirements as stated hereinbefore. The final selection shall rest with the governing board and shall be within its discretion. No further queries shall be entertained in this regard.

Letters of invitation shall be issued to successful applicants. The engagement shall become effective after the acceptance of the terms of engagement including the fee structure by the Applicant.

CHAPTER-3
SCOPE AND CONDITIONS OF ENGAGEMENT

A. Scope of Engagement (SoE)

- a. To provide their expert advice in ongoing legal and recovery cases of TDB.
- b. To help the board in streamlining the legal / recovery procedure in TDB.
- c. To provide advice in any other matters of the Board.

B. Condition of Engagement

- a. Period of Empanelment- The initial engagement will be for 6 months with effect from date of acceptance of offer by the Applicant. The period of engagement may be extended further for a period of 06 months thereafter on the terms and conditions of the Board. The Board also reserves the right to terminate the engagement at any time without assigning any reason.
- b. The disclosure of Conflict of Interest (potential or actual), if any is mandatory in each matters of reference.
- c. Principles of strict confidentiality shall be applicable except for the disclosure as required under Law.
- d. Engagement of Consultants will be on full time basis and their place of work will be at TDB office, New Delhi.

C. Fee

The consultants will be paid a consolidated fee of Rs 60,000-70,000 per month. The fee is inclusive of all allowances.

Appl No (for official use)

**APPLICATION FORM FOR ENGAGEMENT AS CONSULTANTS WITH
TECHNOLOGY DEVELOPMENT BOARD**

1. Full Name:.....
2. Permanent Address
.....Pin.....
3. Correspondence Address.....
.....Pin.....
4. Father's/Husband's name.....
5. Phone/s: (office).....(Resi).....
6. Email:.....
7. Date of Birth; Age.....
8. Nationality.....
(Please attached supporting documents for the purpose of office records)
9. Details of Educational / Professional Qualifications (Graduation Onwards):

Name of College/University	Year of Passing	Percentage/Division
.....

(Please attach supporting documents for the purposes of office records)

10. Work Experience:

Employer's Name	Address	Position	Period	From	To
.....					

11. Category of past employment:-

- (a) Retd. Banker
- (b) Retd. Govt Officer
- (c) Any other

12. Any other relevant information.....

I hereby declare and undertake that:

- a) I have not been convicted or charged of any offence or any criminal investigation or vigilance enquiry pending against me.
- b) I declare that I have no legal incapacity and not been removed in circumstances where moral probity or incompetence were an issue.
- c) I declare that above particulars are true & correct.

Date:

Signature of the Applicant