

F.No. A-11011/1/2023-Ad.I
Government of India
Ministry of Finance
Department of Expenditure
Admn. I Section

North Block, New Delhi,
Date: 19.10.2023.

OFFICE MEMORANDUM

Subject:-Filling up of two posts under Public Procurement Division, Department of Expenditure on deputation basis.

The undersigned is directed to say that it has been decided to fill up one post of Director (Level-13 of Pay Matrix) and one post of Deputy Director (Level-11 of Pay Matrix) in the Public Procurement Division, Department of Expenditure on deputation basis initially for a period of three years and likely extended thereafter for further two years. The eligibility conditions for said posts are enclosed as Annexure-I.

2. The term and conditions of appointment will be in accordance with the Department of Personnel & Training's O.M No. 6/8/2009-Est.(Pay.II) dated 17.06.2010 as amended from time to time.

3. The application of eligible and willing candidates may be forwarded in the enclosed proforma (Annexure-II) through proper channel to the Under Secretary (Admn.I), Ministry of Finance, Department of Expenditure, Room No. 225-E, North Block, New Delhi latest by **17.11.2023 at 5.00 PM**. Applications received after the due date and otherwise found incomplete shall not be entertained.

4. The Cadre Controlling Authority, while forwarding the application must enclose vigilance clearance including whether any disciplinary case is pending or being contemplated against the officer, Major/Minor Penalty statement for the last 10 years, Integrity Certificate & attested copies of ACRs/APARs for the last five years.


(Avinash K. Nilankar)

Deputy Secretary to the Government of India
Tel:23092689

To,

1. All Ministries/Departments of the Government of India.
2. KMS portal of Department of Expenditure with the request to upload this vacancy circular on website of the Department.
3. E-HRMS portal.

Annexure-I**Eligibility conditions for the post of Director (Level-13 of Pay Matrix) in Public Procurement Division of Department of Expenditure, Ministry of Finance.**

1.	Name of the Post	Director
2.	No. of Posts	01 (one)
3.	Classification	General Central Services Group 'A' Gazetted Ministerial
4.	Pay Scale	PB-4: GP 8700/- (Pre-revised) (Level-13 of Pay Matrix)
5.	Eligibility	Officers under the Central Government, failing which officers from State Governments/Union Territories
	(a)	<p>(i) holding analogous post on regular basis in the parent cadre/Department; or</p> <p>(ii) with five years' service in the grade rendered after appointment thereto on a regular basis in the scale of pay of PB-3, Rs.15600-39100/- + Grade Pay Rs.7600/- (pre-revised) (Level-12 of Pay Matrix) or equivalent in the parent cadre/Department; or</p> <p>(iii) with Ten years' service in the grade rendered after appointment thereto on a regular basis in the scale of pay of PB-3, Rs. 15,600-39,100/- + Grade Pay Rs.6600/- (pre-revised) (Level-11 of Pay Matrix) or equivalent in the parent cadre/Department; and</p>
	(b)	<p>Possessing the following educational qualifications and experience:</p> <p>(i) A degree of a recognized University or its equivalent</p> <p>(ii) Having five years' experience in Public Procurement area.</p> <p>The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation.</p> <p>Similarly, deputationist shall not be eligible for consideration for appointment by promotion.</p> <p>Period of deputation(including short-terms contract) including period of deputation (including short-terms contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall ordinarily not exceed five years. The maximum age limit for appointment by deputation (including short-term contract) shall be not exceeding 56 years as on the closing date of the receipt of application.</p>

Eligibility conditions for the post of Deputy Director (Level-11 of Pay Matrix) in Public Procurement Division of Department of Expenditure, Ministry of Finance.

1.	Name of the Post	Dy. Director
2.	No. of Posts	01 (one)
3.	Classification	General Central Services Group 'A' Gazetted Non-Ministerial
4.	Pay Scale	PB-3, GP:Rs.6600/- (Level-11 of Pay Matrix)
5.	Eligibility	Officers under the Central Government failing which officers from State Government/Union Territories
	(a)	(i) holding analogous post on regular basis in the parent cadre/department; and
	(b)	<p>Possessing the following educational qualifications and experience:</p> <p>(i) A degree of a recognized University or its equivalent;</p> <p>(ii) Having three years' experience in Public Procurement area.</p> <p>The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation.</p> <p>Similarly, deputationist shall not be eligible for consideration for appointment by promotion.</p> <p>Period of deputation (including short-terms contract) including period of deputation (including short-terms contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall ordinarily not exceed five years. The maximum age limit for appointment by deputation (including short-term contract) shall be not exceeding 56 years as on the closing date of the receipt of application.</p>

Annexure-II

Application for the temporary posts under Public Procurement Division, Department of Expenditure to be filled up on deputation basis

1.	Name				
2.	Post applied for				
3.	a) Present post held (whether regular, ad-hoc or on deputation basis)				
	b) if presently on deputation, please indicate designation of the post held in the parent office/cadre and scale of pay of that post along with the present basic pay in that grade				
4.	Present Pay in Pay Matrix				
5.	Date of drawing the present Level on regular basis				
6.	Date of Birth				
7.	Date of entry into service (including service and Select List/Batch)				
8.	Date of retirement				
9.	Office Address				
10.	Phone & Fax Number with STD Code				
11.	Mobile Number & E-mail address				
12.	Educational Qualification				
13.	Position held since entry into service:				
	Office	Post Held	From	To	Pay Band along with Grade Pay
14.	Any other information which you may wish to add				

I have carefully gone through the vacancy circular/advertisement and I am well aware that the Bio-Data supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Place:

Date:

(Signature of the Candidate)

Address _____

CERTIFICATE

(TO BE GIVEN BY THE HEAD OF ORGANIZATION)

The particulars are verified as correct. It is certified that no disciplinary/vigilance case is pending against the officer and no major/minor penalty has been imposed on him/her during the last 10 years.

Place:

Date:

Signature of the Head of Organization/
Office with Office Seal