



भारत सरकार  
संचारमंत्रालय  
दूर संचार विभाग  
राष्ट्रीय संचार सुरक्षा केंद्र

Government of India  
Ministry of Communications  
Department of Telecommunications  
National Centre for Communication Security



Lt No: NCCS /HQ/Establishment/2020-21/29

Dated at Bangalore 22-10-2020

**NOTIFICATION**

**Subject:** Engagement of consultants on temporary contract basis for Office of Sr DDG, NCCS, Bangalore- Reg.

Sr DDG, NCCS, Bangalore, Department of Telecommunications, Ministry of Communications proposes to engage 3 Consultants (Two in Sub divisional Engineer and one in JTO) on purely temporary and on contract basis for a period of Six Months or till regular manpower is posted, whichever is earlier.

Applications are invited from retired officers of DoT/ other Central Government Department/ BSNL/ MTNL with adequate computer knowledge and having knowledge of DoT field unit works such as maintaining/ Planning Basic Telecom/ Mobile/ NGN/ Computer Network but not limited. The consultants will be engaged on short term contract basis initially for a period of Six Months. Based on his/her performance and requirement of this office, the contract can be further extended up to a maximum of 6 terms of 6 months each or up to 65 years of age whichever is earlier.

The Sr DDG, NCCS, Bangalore reserves the right to accept or reject in part or in full any or all the responses without assigning any reasons whatsoever.

Application form for the post of consultant on contract basis is at Annexure-A. Last date for submission of application is 5-12-2020. Applications received after due date will not be considered.

**1. Nature of Duties**

National Centre for Communication Security (NCCS) is a centre of DoT, that is vested with the responsibilities of developing Security standards/ requirements and activities associated with the security testing through designated Labs and certification of Telecom equipment.

Selected officers may be assigned with work related to any of the above functional works like development of ITSARs for telecom network elements, evaluate the capacity of Telecom security testing laboratories in public/ private sectors to conduct tests on telecom network elements, oversee the tests conducted by TSTLs and evaluate the test results, administrative works of the organisation etc.

**2. Period of Engagement:**

Initial contract would be for a period of Six Months extendable further up to a maximum of 6 terms of 6 months each or up to 65 years of age whichever is earlier depending on his/her performance

Office of the Sr Deputy Director General, National Centre for Communication Security.  
Department of Telecommunications, Ministry of Communications,  
City Telephone Exchange, Sampangi Rama Nagar, Bangalore – 560027.  
Web Site: [www.dot.gov.in](http://www.dot.gov.in) Fax: +91-80- 22481215 LL +91-80-22481207

**3. Eligibility: -**

**For Consultant in AD Level:-**

Retired Assistant Director or equivalent rank officers from DoT or any other Central/ State Govt. Department or from BSNL/ MTNL/ ITI/ TCIL/Any other PSU.

**For Consultant in JTO Level:-**

Retired Junior Telecom Officer or equivalent rank officer from DoT or any other Central/State Govt. Department or from BSNL/ MTNL/ ITI/ TCIL/Any other PSU.

**4. Remuneration per month:-**

The consolidated fee/remuneration payable to the retired persons engaged as Consultants will be governed as per DoT No.1-50(1)/2018-Estt Dated 10-09-2020 (Annexure-B) and as amended from time to time. The retired official on his/her engagement as consultant may be allowed TA/DA for performing outstation duties as per his/her entitlement as per the prevailing rules for Consultants.

**5. Age Limit:-**

Candidate should not be more than sixty five years of age on the date of his/her engagement.

**6. Confidentiality of data and documents: -**

The data collected /produced as well as deliverables produced for the O/o Sr DDG, NCCS, Bangalore shall remain with this office. No one shall utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of this assignment or during the course of assignment from the O/o Sr DDG, NCCS, Bangalore without the express written consent of this office. The Consultants are bound to hand over the entire set of records of assignment to this office before the expiry of the contract and before the final payment is release by this office.

**7. Conflict of interest:-**

The Consultants engaged shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of the Department.

**8. Closing date for submission of applications:-**

Up to 1700 Hrs. of 5-12-2020

**9. Selection procedure:-**

A selection committee shall be constituted for this purpose.

**10. How to apply:-**

As per enclosed format named as Annexure- A.

**11. Special Condition:-**

The Consultant should have to perform travelling outstation over the India Jurisdiction. Those who are not able to perform outdoor duties need not apply.

**12. Desirable Experience in any one of the areas listed at annexure - C**

**13. Application to be forwarded to:-**

Director (HQ), O/o Sr DDG, NCCS, DoT, 3rd Floor, City Telephone Exchange, Sampangi Rama Nagar, Bangalore – 560027.

**14. Vacancies: -**

Three at Bangalore (Two in Assistant Director Level & One in Junior Telecom Officer Level).

The above said engagement is purely on temporary and on contract basis. The selected candidates will be governed by the provisions of the guidelines for engagement of consultants in DoT as amended from time to time.

**15. Termination of Contract:**

The Engagement of retired personnel in short term contract basis can be termination by either of the party with prior notice of 30 days.

**Encl:-** As stated above (Annexure A, B & C)

*P. Radhika 21/10.*

Director (HQ)  
O/o Sr DDG, NCCS, DoT,  
3<sup>rd</sup> Floor, City, Telephone Exchange,  
Sampangi ramnagar, Bangalore - 560027

**Copy To:**

1. PPS to Secretary (T)
2. PPS to Member (S)/ Member (T)/ Member (F)
3. Director General Telecom
4. Advisor (O)/ Advisor (T)
5. CVO/ DDG (SA)/ DDG (Trg.) /DDG (Finance)/ DDG (Accounts)
6. Dy. Director (OL) for providing Hindi Translation
7. Director (IT), DoT for posting this OM on the website of DoT.
8. Guard file/ spare

*[Handwritten signature]*

**APPLICATION FORMAT FOR THE POST OF CONSULTANT**

1. Name :
2. Father's Name :
3. Present Residential Address :
4. Date of Birth (DD/MM/YYYY) :
5. E-mail address with Telephone No :
6. Date of entry into Government Service :
7. Date of retirement :
8. Last Month Basic Pay Drawn  
(on superannuation) :
9. Basic Pension Drawn as on 31.05.2019 :
10. Educational Qualification :
11. Brief particulars of service with nature of duties performed for 10 years  
before retirement :

Sl.	Name of Ministry/Dept.	Period (DD/MM/YYYY)		Post held	Nature of work done
		From	To		

12. Brief particulars of service with nature of duties performed for after retirement till date :

Sl.	Name of Ministry/Dept./Organisation	Period (DD/MM/YYYY)		Post held	Nature of work done
		From	To		

13. Knowledge of Computer :

MS Word	
MS Excel	
Power Point Presentation	

14. Additional information, if any, in support of your suitability for the post.

The candidate has to submit a detailed resume on his experience, works handled relatively to Telecom sector activities and other officer functions (Not more than 2 pages). (Refer desirable experience as in Annexure C).

**Following documents must be attached with the application.**

- 1) LPC of last month of service
- 2) Latest three months pension amount (Bank/Postal statement of Pension/Saving account)

**Certificate**

This is to certify that no disciplinary proceedings were pending against me on the date of application and the information given above is true to the best of my knowledge and belief. The supporting documents would be made available on demand.

Yours' faithfully,

Date:

Place:

Signature:

Full Name:

No. 1-50(1)/2018-Estt  
Government of India  
Ministry of Communications  
Department of Telecommunications  
(Establishment Wing)

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1108, Sanchar Bhawan, New Delhi  
Dated the 10<sup>th</sup> September, 2020

OFFICE MEMORANDUM

**Sub: Delegation of Administrative and Financial powers to the Heads of LSAs, TEC, NTIPRIT and NCCS to engage consultants against vacant posts of Group 'B' & 'C' – reg.**

The undersigned is directed to convey the approval of Secretary (Telecom) for the delegation of administrative and financial powers to the Heads of LSAs, TEC, NTIPRIT and NCCS to engage retired Government servants/ retired officials of PSUs or Research Organizations against the vacant posts of Group 'B' & 'C' in their respective units.

2. The terms & conditions for hiring of services of the consultants shall be as under:
  - 2.1 The numbers of vacancies that may be filled up through engagement of consultants shall be restricted to 30% of total vacancies of Group 'B' & 'C' posts in the respective units.
  - 2.2 The consolidated fee/ remuneration payable to retired person(s) engaged as consultant on short term contract basis shall be restricted to the difference between last pay drawn (as per 7 CPC) by the retired official and basic pension plus DA at the rate applicable for central Government employees from time to time. The person so engaged shall not be eligible for other allowances and benefits. The payment will be made on monthly basis.
  - 2.3 The income tax or any other Tax liable to be deducted as per the prevailing rules will be deducted at source before effecting the payment for which the Department will issue TDS certificate.
  - 2.4 The engagement of retired personnel on short term contract basis as consultants may be resorted to only after other efforts have been exhausted viz. filling of vacancies through deputation etc.
  - 2.5 The retired person(s) shall be appointed/ engaged on a short term contract basis initially for a period of six months. Based on his/her performance and requirement of his/her services, the contract can be further extended upto a maximum of six terms (six months each) or sixty five years of age whichever is earlier. The assessment of Head of respective unit shall be final in this regard.
  - 2.6 Candidates should not be more than sixty five years of age on the date of his/her engagement.
  - 2.7 Computer literacy is necessary.

*(Signature)*  
10/9/2020

2.8 The respective DoT Units would notify their requirement through official website of that unit and the local office notice board and invite applications from the retired personnel interested in taking up of short term contract.

2.9 A three-member committee under the chairmanship of the Head of respective unit would be formed to go through the applications received and draw a panel for the cadre. The empanelled list will be put up on the website. The panel can be operated by the Heads of other units as per requirement of these units and shall be valid for a period of six months.

2.10 Hiring of consultants may be done through GeM.

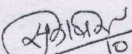
2.11 The engagement of retired personnel in short term contract basis can be terminated by either of the party with prior notice of 30 days.

2.12 These units shall forward quarterly statement to DoT HQs so as to reach the HQ by 10<sup>th</sup> of subsequent month following each quarter, showing number of consultants engaged during the quarter.

2.13 Any exception to the criteria mentioned above for engagement of retired personnel on short term contract basis shall require prior approval of DoT HQs.

2.14 The expenditure on this account is to be booked under the head Professional Services.

3. This has the concurrence of Member (Finance) in file of even number dated 31-08-2020.

  
(S.C Karol) 09/9/2020

Director (Establishment)

Tel: 011-23036500

To

1. All Heads of LSAs
2. Sr. DDG (TEC)/ (NTIPRIT)/ (NCCS)

Copy for information to:

1. PPS to Secretary(T)
2. PPS to Member (S)/ Member (T)/ Member (F)
3. Director General Telecom
4. Advisor (O)/ Advisor (T)
5. CVO/ DDG (SA)/ DDG (Trg.)/ DDG (Finance)/ DDG (Accounts)
6. Dy. Director(OL) for providing Hindi Translation
7. Director (IT), DoT for posting this OM on the website of DoT.
8. Guard file/ spare

## Annexure-C

### Desirable Conditions:

Candidates with knowledge in one or more of following will be preferred.

1. Hands on working knowledge (Installation / Configuration / O&M/ Trouble shooting) with Mobile Telecommunication Network (2G/3G/4G): MPLS & (P, PE, CE), (Metro Ethernet/ Carrier Ethernet is a transport/transmission domain technology, Next Generation Networks, BRAS, Routers, Converged Networks, IMS including VOIP.
2. Administration and Maintenance of computer networks with exposure to security Audit/management.
3. Operation System: Working Knowledge of at least one of the OSes like LINUX, Windows, Android with knowledge of shell scripting
4. Programming skills in at least one of C, C++, Java, C#, Perl, Python, PHP, Ruby etc languages.
5. Knowledge of administrative and financial rules and regulations of Central Government required to function in Headquarters division of NCCS for assisting head of unit while exercising the administrative and financial powers. Candidate must possess working knowledge of FRSR, CCS/CCA rules and experience to deal with Administrative works like Procurements, Legal, PG and Misc admin activities, etc.