

Government of India  
M/o Skill Development and Entrepreneurship  
O/o Chief Controller of Accounts  
Principle Accounts Office  
Room No. 334, C Wing , Shram Shakti Bhawan  
New Delhi-110001

Dated:- 17.08.2020

Pr.AO/MSDE/IAW/2020-21/103

**Notice for engagement of Consultants**

O/o Chief Controller of Accounts, M/o Skill Development and Entrepreneurship intends to engage consultants for Internal Audit of Schemes of Ministry.

Applications are invited from Retired Officers from audit, accounts and financial services in central government, Retired Officers at the level of AAOs and above level officers, Retired Officers from Budget and Finance Division of Central Ministries, Retired Officers from autonomous bodies who have handled the work of accounting and auditing and Retired Officers at the level of Section Officers and above from programme division of ministries who have handled schemes in the Civil Ministries may apply for aforementioned engagement. Prospective candidates need to apply with credentials and their application will be screened before interview.

**1. Period of Engagement:-**The consultants recommended for engagement by selection committee will be engaged initially for a period of 6 months after approval of competent authority. The engagement may be extended further for a period of six months on the basis of their performance. However, their period of engagement as consultant can be curtailed at any time without assigning any reason. No consultants shall be engaged beyond the age of 70 years.

**2. Scope of Engagement:-**The consultants shall be responsible for conducting audit of various auditee units of Ministry of Skill Development and Entrepreneurship, preparation of audit reports, preparation of annual review and annual plan of audit, forwarding of audit reports to the concerned authorities and their follow up action, vetting of ATRs and any other works assigned by the competent authority. Audit of various units will be taken up as per approved annual plan.

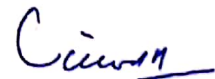
**3. Last date of application:-** The application having necessary particulars like Date of Birth, Date of retirement from Govt. Service, relevant experience with name of the Ministries worked and details of schemes handled & copy of PPO must reach to this office latest by 20<sup>th</sup> September 2020. Incomplete or those applications received after the prescribed date shall be summarily rejected.

**4. Chief Controller of Accounts, Ministry of Skill Development and Entrepreneurship** reserves right to reject any applications without assigning any reasons.

**5. Terms and conditions of engagement** are attached herewith as **Annexure 'A'** For any further clarification/ query, Sh. Vinod Kumar, Sr. AO (Admn) may be contacted at Phone No. 011-23465704/9811639544

Interested and eligible retired Govt. officers may submit their application at the following address by Regd. Post/E-mail:

The Senior Accounts Officer(Admn)  
O/o Chief Controller of Accounts,  
Ministry of Skill Development and Entrepreneurship  
Room No.334, C-wing , Shram Shakti Bhawan,  
Rafi Marg, New Delhi 110001  
Email-pao.msde@nic.in



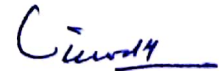
(Vinod Kumar)  
Sr. Accounts Officer

Copy to:-

1. US(Admn.), MSDE, Shram Shakti Bhawan, New Delhi. With request to upload this notice on Ministry's website.
2. Sr.AO(Admn.), O/o Controller General of Accounts, Mahalekha Niyantarak Bhawan, INA, New Delhi. With request to upload this notice on CGA's website.
3. PS to CCA, MSDE, New Delhi.

**TERMS AND CONDITIONS**

1. The services of the consultants will be hired by O/o Chief Controller of Accounts for undertaking the work of Internal Audit for various schemes being administered by Ministry of Skill Development and Entrepreneurship.
2. Consultants have to conduct audit of various units and risk based audit of various schemes of the Ministry of Skill Development and Entrepreneurship as per approved annual plan and they shall be responsible for preparation of audit reports, follow up of old pending audit paras, preparation of annual review of audit, forwarding of audit reports to the concerned authorities and their follow up action and any other work assigned by the competent authority.
3. The consultants recommended for engagement by selection committee will be engaged initially for a period of 6 months after approval of competent authority. The engagement may be extended further for a period of six month on the basis of their performance. However, their period of engagement as consultant can be curtailed at any time without assigning any reason.
5. The emoluments shall be:  
For AAOs/AOs/Sr. AO or equivalent – last pay drawn minus Pension plus DA as admissible or as decided by Competent Authority in due course.  
For ACA/DCA/CA or equivalent – last pay drawn minus Pension plus DA as admissible or as decided by Competent Authority in due course.  
For any other consultants emoluments will be decided as per GFR.
6. The emoluments shall be released on the basis of satisfactory completion of work.
7. While on tour, the consultants will be entitled for TA/DA at the rates which they would have been eligible at the time of retirement or level of equivalence.
8. The consultants will be entitled for one day paid casual leave in a calendar month. For any other absence, pro rata reduction in fee will be imposed.
9. After the expiry of tenure, the consultants so engaged shall have no claim/right for future employment in Govt. service. Moreover, their period of engagement as consultant can be curtailed at any time without assigning any reason.



(Vinod Kumar)  
Sr Accounts Officer