

**ADVERTISEMENT FOR WALK-IN-INTERVIEW ON 14<sup>th</sup> JUNE, 2021 at 11.00 AM in  
TIFAC AND TERMS & CONDITIONS FOR ENGAGEMENT OF CONSULTANT  
(WEBSITE DESIGN & DATABASE MANAGEMENT) IN TIFAC  
(June 2021)**

Technology Information, Forecasting & Assessment Council (TIFAC), an Autonomous Body under Department of Science and Technology (DST), Government of India invites Indian Nationals for Walk in Interview on 14<sup>th</sup> June, 2021 for engagement of Consultant (Website design & database management) on full time basis on consolidated remuneration (Professional fee) basis. The Terms and Conditions of the engagement are as follows:

**1. Qualifications Essential:** MCA/B.Tech/B.E (Computer Science/I.T)

**2. Experience :**Minimum total professional experience in this field of work not less than 10 years

**3. Age –** Not exceeding 65 years

**4. Scope of Work :**The primary responsibility of Consultant (Website Design and management) would be to design, manage the dynamic and responsive website/platforms and improvise the current functionalities of the website. The specific terms of scope of work to be completed within a time frame of 6 months is as follows:

- i. To complete the pending design and data updation in various sections of TIFAC website
- ii. To complete the pending certification processes(STQC etc)

**5. Professional Fee / Consolidated Remuneration**

The consultant will be paid remuneration in the range of Rs.60,000/- to Rs. 1,00,000/- p.m. (all inclusive) as recommended by the Consultancy Evaluation Committee. The amounts indicated above are all inclusive and would include all taxes also (if any). No other incidental expenses viz. transport, telephone, etc. would be paid. In case he /she is deputed for outstation travel, he/she would be paid TA/DA equivalent to Pay Level-10 of 7<sup>th</sup> CPC.

**6. Term of Contract**

The term of contract for Consultant (website design & database management) would be 6 months. The term of contract may be reduced at the discretion of TIFAC before making the offer of contract. After the contract is signed/ accepted, TIFAC or Consultant (website design & database management) may terminate the contract by giving one month's notice in writing to the other party without assigning any reason. The term of contract may be extended beyond the duration mentioned above on the same rates and terms and conditions, if mutually agreed by both.

## **7. Confidentiality & Conflict of Interest**

The Consultant (website design & database management) so appointed would be required to maintain Confidentiality & discharge his / her duties with sincerity. In case it is found to be in conflict with the interest of TIFAC, his / her services are liable to be discontinued immediately without assigning any reason. Further, the Consultant (website design & database management) engaged shall not be permitted to take up any other assignment during the period of consultancy with TIFAC without prior permission of TIFAC in writing.

## **8. Leave Entitlement**

The Consultant (website design & database management) engaged as above will be on full time basis and shall be entitled to leave of 4 days on prorata basis without any deduction in consolidated monthly remuneration, for a period of 6 months.

**9.** The candidates for walk in interview need to carry the following documents (in original), along with copies duly self attested as proof of their credentials:

- i. Degree/Certificates
- ii. Experience certificate from employer
- iii. No objection / relieving letter from the Employer (if employed at present)
- iv. Duly filled in application form as per the format attached

Any other document, if deemed necessary may be demanded by TIFAC during the selection / contract signing process.

## **10. General Conditions:**

- a. The walk in interview would be conducted **on 14<sup>th</sup> June, 2021, at 11.00 AM in TIFAC, 4<sup>th</sup> floor, Meeting Room, Vishwakarma Bhawam, Shaheed Jeet Singh Marg, New Delhi**
- b. **The Candidate should report half an hour before start of Interview.**
- c. **The reckoning date for the criteria given above viz. qualification, experience, age, etc. would be 14<sup>th</sup> June 2021.**
- d. TIFAC also reserves the right of rejecting any or all the applications without assigning any reasons at any stage.

**FORMAT FOR APPLICATION FOR ENGAGEMENT OF  
Consultant (website design & database management) in TIFAC**

**PHOTO**

1. **Post Applied For** :
2. **Name of the Applicant** :
3. **Date of Birth** :
4. **Permanent Address** :
5. **Correspondence Address** :
6. **Contact No. (Mobile & Landline)** :
7. **Email ID** :
8. **Nationality** :
9. **Educational Qualification** :

(Class 10<sup>th</sup> onwards)

Exam/Degree	Board/University	Year of Passing	% Grade	Subject

**10. Professional Qualification :**

Exam/Degree	Board/University	Year of Passing	% Grade	Subject

**11. Details of Experience in chronological order (with brief of the duties performed – details may be provided in the form of Annexure)**

Name of Organisation	Post held	Pay Scale	Gross Emoluments	Period	Nature of Duties

**12. Emoluments last drawn  
(last basic pay, if working in Govt. service):**

**13. Any other information**

**Note: Please attach self-attested copies of testimonials as mentioned in the advertisement.**

**Declaration**

I do hereby declare that the information furnished above is true and complete to the best of my knowledge and belief.

**Date:**

**Place:**

**Signature:**