



भारत सरकार

रक्षा मंत्रालय

रक्षा अनुसंधान एवं विकास संगठन (डीआरडीओ)

पद्धति अध्ययन एवं विश्लेषण संस्थान (ईसा)

मेटकाल्फ भवन, सिविल लाइंस, दिल्ली-110054

Government of India

Ministry of Defence

Defence Research & Development Organisation (DRDO)

Institute for Systems Studies and Analyses (ISSA)

Metcalfe House, Civil Lines, Delhi - 110054

Advt No. : ISSA/HRD/Hiring Consultant/2022/02

दिनांक/Date: 29/03/2023

विषय: अनुबंध के आधार पर सेवानिवृत्त सरकारी अधिकारी की ईसा (डीआरडीओ) में नियुक्ति के लिए आवेदन हेतु अनुरोध

Sub: Engagement of Retired Government Officials as Consultant on Contract basis in ISSA (DRDO) inviting applications thereof – reg.

1. डीआरडीओ केंद्र सरकार/ राज्य सरकार/ सार्वजनिक क्षेत्रक उपक्रम/ स्वायत्त निकायों से सेवानिवृत्त अधिकारियों से आवेदन आमंत्रित करता है जिनके पास केंद्र सरकार के मंत्रालयों/ विभागों के कामकाज का पर्याप्त अनुभव है जो दिल्ली में स्थित पद्धति अध्ययन एवं विश्लेषण संस्थान (ईसा) में नियुक्त होने के लिए अल्पकालिक अनुबंध के आधार पर सलाहकार के रूप में नियुक्ति हेतु इच्छुक हैं। संगत विवरण और पात्रता मापदंड निम्नलिखित हैं-

DRDO invites applications from retired officials from Central Government / State Government / PSU / Autonomous Bodies having considerable experience of functioning of Central Government Ministries / Departments for engagement as Consultant on short term contract basis to be positioned in Institute for Systems Studies and Analyses (ISSA) located at Delhi. The relevant details and eligibility criteria are given below:

क्र. सं. S. No	पद कोड Post Code	पदों की संख्या No. of Posts	सेवानिवृत्त अधिकारी का पे लेवल Pay Level of Retired Official	श्रेणी Category	अनुबंध अवधि Contract Duration / Period	निर्देशित शर्तें Terms of Reference (TOR)	स्थान Location
1	2022/ISSA/139	01	लेवल/Level -13A	तकनीकी Technical	एक वर्ष एवं शर्तों के अनुसार विस्तार One year and extendable as per norms	अनुलग्नक Annexure -01	नई दिल्ली New Delhi

a. अनुभव/ Experience:

- i. जो अधिकारी केंद्र सरकार/ राज्य सरकार/ सार्वजनिक क्षेत्रक उपक्रम/ स्वायत्त निकायों, विश्वविद्यालयों, सरकारी अनुसंधान एवं विकास संगठनों से सेवानिवृत्त अधिकारी हैं तथा जिस क्षेत्र के लिए वे अप्लाई कर रहा/रही है (टीओआर के अनुसार) उसका व्यावहारिक ज्ञान और अनुभव होना चाहिए।

Officers / Officials who have retired officials from Central Government / State Government / PSU / Autonomous Bodies, Universities, Govt. R&D Organisations and possessing practical knowledge and experience in the field for which he / she is applying (as per TOR).

- ii. चयन/ नियुक्ति के दौरान डीआरडीओ/ नौसेना के साथ काम करने का अनुभव रखने वाले व्यक्तियों को वरीयता दी जाएगी।

Persons possessing experience of having worked with DRDO/Navy would be accorded preference during selection / appointment.

- iii. उसके पास अपने कार्यक्षेत्रों की गहन जांच के लिए प्रभावी सम्प्रेषण (मौखिक और लिखित दोनों), पारस्परिक कौशल और विवेक होना चाहिए।

He / She should have effective communication (both oral and written) and interpersonal skills with a strong flair for in-depth examination of his / her areas of work.

- b. आयु-सीमा: सभी श्रेणियों के सेवानिवृत्त सरकारी कर्मियों के लिए आवेदन की अंतिम तिथि के अनुसार अधिकतम आयु 63 वर्ष होगी।

Age-Limit: The maximum age limit for all categories of retired Govt. employees for applying will be 63 years as on closing date of application.

c. पारिश्रमिक एवं भत्ते

Remuneration & Allowances:

- i. पेंशनरों के लिए पारिश्रमिक एवं वाहन भत्ता: सेवानिवृत्ति के समय आहरित वेतन से मूल पेंशन घटाकर एक निश्चित मासिक राशि स्वीकार्य होगी। इस प्रकार निर्धारित राशि अनुबंध की अवधि के लिए अपरिवर्तित रहेगी। अनुबंध अवधि के दौरान कोई वार्षिक वेतन वृद्धि/प्रतिशत वृद्धि नहीं होगी। निवास और कार्यस्थल के बीच आने-जाने के उद्देश्य से वाहन भत्ते के रूप में एक निश्चित मासिक राशि की भी अनुमति दी जाएगी जैसा कि नीचे वर्णित है-

पे लेवल-12 से 14 और उससे अधिक के लिए रु 5000/-

Remuneration and conveyance allowance for Pensioners: A fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time retirement. The amount so fixed shall remain unchanged for the term of contract. There will be no annual increment / percentage increase during the contract period. A fixed monthly amount as conveyance allowance for the purpose of commuting between the residence and the place of work shall also be allowed as mentioned below:

Rs 5000/- for Pay Level – 12 to 14 and above.

- ii. नैर-पेंशनरों के लिए पारिश्रमिक और वाहन भत्ता: अधिकतम कुल मासिक पारिश्रमिक और वाहन भत्ता निम्नानुसार होगा:

Remuneration and conveyance allowance for Non-pensioners: Maximum consolidated monthly remuneration and conveyance allowance shall be as under:

क्र. सं.	वेतनमान (पीएसयू से सेवानिवृत्त कर्मियों का वेतनमान) S. Pay Scales (Pay Scales of Employees Retired from PSUs) No.	*7वीं सीपीसी के वेतनमान के बराबर Equivalent Pay Scales of 7 th CPC	पारिश्रमिक Remuneration	वाहन भत्ता Conveyance Allowance
1	रु/Rs 80,000 - रु/Rs 2,60,000/-	लेवल/Level 12	रु/Rs 60,000/-	रु/Rs 5,000/-
2	रु/Rs 90,000 - रु/Rs 2,40,000/-	लेवल/Level 13/13A		

* पात्रता और पारिश्रमिक/वाहन भत्ते के लिए समतुल्यता को 7वें पे मैट्रिक्स और पीएसयू के संशोधित वेतनमान के आधार पर तैयार किया जाता है।

Equivalence is prepared based on the pay matrix of 7th CPC and revised pay scales of PSUs for the purpose of eligibility and remuneration / conveyance allowance.

- iii. सलाहकार किसी भी प्रकार के भत्ते/लाभ के हकदार नहीं होंगे जैसे की महंगाई भत्ता, परिवहन सुविधा, आवासीय सुविधा, व्यक्तिगत कर्मचारी, सीजीएचएस, चिकित्सा प्रतिपूर्ति आदि। हालांकि, अगर उन्हें संगठन के आधिकारिक काम के सिलसिले में देश के अंदर यात्रा करने की आवश्यकता होती है, तो वह अपने ग्रेड वेतन/ग्रेड स्तर (जो भी लागू हो) के अनुरूप दर पर टीए/डीए के हकदार होंगे, जिससे वह सेवानिवृत्त हुए।

Consultants shall not be entitled to any kind of allowance/benefit such as Dearness Allowance, Transport Facility, Residential Accommodation, Personal Staff, CGHS, Medical reimbursement etc. However, should they require to travel inside the country in connection with the official work of the organization, he/she would be entitled to TA/DA at the rate commensurate with his/her Grade Pay/Pay level (as may be applicable) from which he/she retired.

- iv. सलाहकार के रूप में नियुक्त सेवानिवृत्त सरकारी अधिकारी, यदि पात्र हो, तो सलाहकार के रूप में नियुक्ति की अवधि के दौरान पेंशन एवं पेंशन पर महंगाई राहत प्राप्त करना जारी रखेंगे | सलाहकार के रूप में नियुक्ति को पुनर्नियुक्ति के रूप में नहीं माना जाएगा |

A retired Govt. Official appointed as a consultant shall continue to draw pension and the dearness relief on pension during the period of his engagement as a consultant, if eligible. His/her engagement as consultant shall not be construed as a case of re-employment.

- v. इस प्रकार निर्धारित राशि अनुबंध की अवधि के लिए अपरिवर्तित रहेगी। अनुबंध अवधि के दौरान कोई भी वार्षिक वृद्धि/ प्रतिशत वृद्धि नहीं होगी।

The amount so fixed shall remain unchanged for the term of contract. There will be no annual increment / percentage increase during the contract period.

- vi. कोई भी सरकारी सेवानिवृत्त कार्मिक सलाहकार के रूप में नियुक्ति के लिए पात्र नहीं होगा जब तक कि उसकी सेवानिवृत्ति और सलाहकार के रूप में नियुक्ति के मध्य 15 दिन का अंतराल न हो।

No retired Government Servant shall be eligible for appointment as Consultant unless there is a gap of fifteen (15) days between his / her retirement and appointment as Consultant.

2. केंद्र सरकार/ राज्य सरकार/ सार्वजनिक क्षेत्रक उपक्रम/ स्वायत्त निकायों के इच्छुक पात्र सेवानिवृत्त अधिकारी अपने आवेदन को निदेशक महोदय को संबोधित करते हुए दस्तावेजों की प्रतिलिपि के साथ संलग्न फॉर्मेट (अनुलग्नक - ए) में जमा कर सकते हैं।

Interested eligible retired officials of Central Government / State Government / PSU / Autonomous Bodies may submit their applications in the enclosed format (Appendix – A) along with copy of documents as referred in the application to the Director. The address is as follows:

निदेशक

पद्धति अध्ययन एवं विश्लेषण संस्थान (ईसा)

रक्षा अनुसंधान एवं विकास संगठन (डीआरडीओ)

रक्षा मंत्रालय, भारत सरकार

मेटकाफ भवन, सिविल लाइंस, दिल्ली - 110054

फोन: +91-11-23882133

फैक्स: +91-11-23819033

ई-मेल: director.issa@gov.in

The Director

Institute for Systems Studies and Analyses (ISSA)

Defence Research & Development Organisation (DRDO)

Ministry of Defence, Government of India

Metcalf House, Civil Lines, Delhi – 110054

Phone: +91-11-23882133

FaxNo: +91-11-23819033

E-mail: director.issa@gov.in

आवेदन को ई-मेल द्वारा "Application for Consultant" पंक्ति के साथ hrd.issa@gov.in पर भी भेजा जा सकता है। अपूर्ण/ अयोग्य आवेदन/ वर्णित पते के अतिरिक्त अन्य पते पर भेजे गए आवेदन या अंतिम तिथि के पश्चात प्राप्त आवेदन स्वतः ही अस्वीकृत हो जाएंगे।

The application can also be sent by e-mail: hrd.issa@gov.in with the subject line "Application for Consultant". Incomplete / ineligible applications / applications sent to address other than mentioned address or applications received after closing date will be rejected automatically.

3. अनुबंध के विस्तृत नियम और शर्तें (अनुलग्नक-बी) में संलग्न हैं जिसे अनुलग्नक-ए के साथ जमा करना भी आवश्यक है।

The broad terms and conditions of the contract are annexed (Appendix – B) which is also required to be submitted along with Appendix – A.

4. आवेदन की प्राप्ति के लिए अंतिम तिथि इंटरनेट पर इस विज्ञापन के प्रकाशन की तिथि से 21 दिन (अर्थात 19 अप्रैल 2023) तक है।

Cut off date for receipt of application is 21 days (i.e. 19 April 2023) from the date of publication of this advertisement on Internet (www.drdo.gov.in).

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Terms of Reference (TOR) for Engagement of Consultants

- i. **Whether the proposed engagement is against vacant post or for specific work or project**
Specific Work
- ii. **Precise statement of Objective for appointment of Consultant**
A Domain expert on the aspect of Naval Warfare and Operations to advice, suggest and validate during the development of Naval Simulation System
 - As a Subject Matter Expert conceptualise, guide and support in creation of naval entity profiles and different warfare scenarios covering all domains of naval warfare (ASUW, ASW, EW, AAW, Amphibious Warfare)
 - Guidance in formulating Mission and Operational Plan for all levels (Procedural, Tactical, Task Group, Operational)
 - Guidance in development and validation of models (Sensors, Weapons, Platforms, Countermeasures)
 - Support in preparation of SyRS, ATP document
 - Guidance and support in testing of all the software builds on different Naval Scenarios in lab and field
 - Analysis of data generated from trial simulation exercises
 - Troubleshooting and support during ATP of the software
 - Domain knowledge support for development of Analysis Module
- iii. **Category of Work**
Technical Work
- iv. **Pay Level of Consultant (at the time of retirement/superannuation):**
Level 13A
- v. **Discipline or domain, where engagement of consultant is required**
Naval wargaming applications
- vi. **The expertise/skill/knowledge required for engagement as consultant**
 - a. Commodore rank Naval Executive Officer or equivalent with experience in Maritime/Naval Warfare, Operations and Tactics
 - b. Experience in conduct and analysis of software based wargaming exercises at Maritime Warfare Centre of the Indian Navy
 - c. Carried out Instructional/Training tasks at Naval Training Establishments/Joint Services Establishments
 - d. Commanded Frontline Warships of Indian Navy and experience of Operational Staff in the Fleet
 - e. Experience of guidance, coordination and interactions for field trials and commissioning of naval wargaming systems
 - f. Extensive knowledge of capabilities of own and regional Navies

vii. Outline of the tasks to be carried out:

(Details of work required to be carried out/specific tasks/activities to be assigned to consultants should be indicated)

S No	Consultant Requirement	Tasks to be carried out
1	Level 13A – 01 Commodore rank Executive Officer of Navy	<ul style="list-style-type: none"> ➤ Conceptualise, guide and support in creation of naval entity profiles and warfare scenarios covering all domains of naval warfare (ASUW, ASW, EW, AAW, Amphibious Warfare) ➤ Guidance in formulating Mission and Operational Plan for all levels (Procedural, Tactical, Task Group, Operational) ➤ Guidance in development and validation of models (Sensors, Weapons, Platforms, Countermeasures) ➤ Support in preparation of SyRS, ATP document ➤ Guidance and support in testing of all the software builds on different Naval Scenarios in lab and field ➤ Analysis of data generated from trial simulation exercises ➤ Troubleshooting and support during ATP of the software ➤ Domain knowledge support for development of Analysis Module

viii. Estimated time period required for completion of tasks:

3 Years

S No	Tasks to be carried out	Duration (in months)
	Year – 1	
1	Conceptualise, guide and support in creation of naval entity profiles and warfare scenarios covering all domains of naval warfare (ASUW, ASW, EW, AAW, Amphibious Warfare)	6
2	Mission and Operational Planning for all levels (Procedural, Tactical, Task Group, Operational)	4
3	Guidance in development and validation of models (Sensors, Weapons, Platforms, Countermeasures)	4
	Year – 2	
4	Guidance and support in testing of all the software builds on different Naval Scenarios in lab and field	6
5	Analysis of data generated from trial simulation exercises	6
	Year – 3	
6	Domain knowledge support for development of Analysis Module	6
7	Troubleshooting and support during ATP of the software	6

*The documentation of the tasks will be carried out by ISSA project team under the guidance of consultant.

PROFORMA OF APPLICATION FOR ENGAGEMENT OF RETIRED GOVERNMENT EMPLOYEES AS CONSULTANT IN**DRDO**

- 1 Name in Full :
 - 2 Date of Superannuation :
 - 3 Designation at the time of Superannuation :
 - 4 Basic Pay & Grade Pay / Pay Level at the time of Superannuation :
 - 5 Name of the Organisation last served with Address :
 - 6 Date of Birth :
 - 7 Age (As on closing date of Advertisement) :
 - 8 Gender (Male / Female) :
 - 9 Address for Correspondence :

 - Email :
 - Contact No (Landline) : Mobile No. :
 - 10 Educational Qualification (Graduation onwards) :

 - 11 Area of Research :
(for Scientific / Technical Posts)

 - 12 Complete record of services rendered in Organisations / Estt before superannuation:
(with special reference to the experience in the level of post for which application is made)
- | Post Held with Pay Level | From | To | Subject Handled (in brief) |
|--------------------------|------|----|----------------------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
- 13 Complete list of published books / monographs Research papers etc. :
(for scientific /technological posts only)
 - 14 Details of Knowledge of Computer :
 - 15 Any other relevant information
(please enclose separate sheets, if required)

DECLARATION

I, hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false OR incorrect / incomplete or ineligibility being detected at any time before or after selection, my candidature is liable to be rejected and I shall be bound by the decision of the Department. I have read this circular and ready to accept all the terms and conditions for engagement of consultants.

(Signature of the Applicant)

Date:

Following documents are to be enclosed by the applicant

1. Identity Proof
2. Proof of Address
3. Copy of PPO
4. Copy of proofs of Educational Qualification
5. Copy of Service Verification Certificate

Terms and ConditionsFOR ENGAGEMENT AS CONSULTANT IN THE LABS / ESTTS / UNITS OF DRDO

1. The consultant shall perform the services as per Terms of Reference (TOR) and the task / jobs assigned to him / her by the Director of concerned Lab / Estts / Unit, where he is engaged.
2. The working hours would be that of the working hours of the Lab / Estt / Unit where he/she is engaged.
3. Under special circumstances, the Consultant could be called for services on holidays or beyond normal working hours for which no other benefits / leave will be granted.
4. The consultancy will start for the period of one year from the date he / she enters into the contract agreement with DRDO.
5. The consultant shall be paid remuneration and conveyance allowance as per the para 6 of GoI letter dated 06 July 2022, subject to the ceiling that remuneration plus pension drawn by the consultant shall not be more than the last pay drawn by him/her at the current rate of DA. Mandatory deduction, if any, will be made. The remuneration for services rendered in a month shall be payable in subsequent month.
6. Secretary DD (R&D) shall have the right to examine / review / terminate the consultancy services provided by him / her at any time.
7. The consultant shall perform his / her obligations under his / her consultancy with all necessary skills, diligence, efficiency and economy.
8. No other facility whatsoever except remuneration and conveyance allowance shall be provided to him / her by DRDO in his / her capacity as Consultant.
9. The Department shall not be responsible for any loss, accident, damages / injury suffered by him / her whatsoever arising in or out of the execution of his / her work, including travel.
10. Consultant shall abide with Contract Agreement, Non-Disclosure Agreement, General Conduct Rules, Information Security Act and other restrictions as applicable to Govt. employees.
11. Paid leave of absence may be allowed at the rate of 1.5 days for each completed months of service. Accumulation of leave beyond a calendar year may not be allowed.
12. During the terms of consultancy, he / she shall not be engaged in any private business or professional activity which could conflict with the interest of the Government. The engagement of Consultants is of a temporary (non – official) nature against the specific jobs.

DECLARATION

I (Name of the Consultant), S/ o..... hereby agree unconditionally with all above referred Terms and Conditions for engagement as Consultant in DRDO.

(Signature of the Applicant)
Name:

Date:

Place: