



WALK IN INTERVIEW

Sangeet Natak Akademi is an autonomous body under administrative control of Ministry of Culture, Govt. of India. A Walk-in-interview will be conducted on 3 September 2021 at 11.00 a.m in the Mask Gallery, Ground Floor, Sangeet Natak Akademi, 35, Ferozeshah Road, Rabindra Bhawan, New Delhi for two posts of Consultant (Administration) on contractual basis for a period of one year. The person retired from the post of Section Officer and above from Govt Sector/autonomous body/undertaking having adequate experience in controlling and handling administrative matter, internal audit, RTI, legal matters, tendering, procurement, reply of Audit Para etc. will be eligible for the position of Consultants.

The terms and conditions laid down in the O M No F No A-54011/2/2018-Estt. Ministry of Culture dated 16th July 2020 are as under.

General Terms & Conditions

1. Remuneration

- 1.1 The monthly consolidated remuneration will be paid as per the aforesaid O. M. dated 16th July 2020 of Ministry of Culture.
- 1.2 The consultant shall not be entitled to any allowance such as DA, transport facility, residential accommodation, CGHS Medical facility, Medical reimbursement.

2. Working Hours.

- 2.1 The Consultant shall be required to observe the normal office timing and may also be called upon to attend the office on Saturday, Sunday or any holiday in case of exigencies of work.
- 2.2 He/she shall mark his /her attendance in Bio-Matrix mandatorily, failing which may result in deduction of remuneration.

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3. Tax Deduction at Source.

3.1 The Income Tax or any other tax will be deducted at source as per Government instruction. Necessary TDS Certificate will be issued to them.

4. Confidentiality of data and document:

4.1 The Intellectual Property Rights (IPR) of the data collected as well as deliverables produced for the Akademi/organization shall remain with the Akademi;

1.2 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 his assignment or during the course of assignment for the Akademi without the express written consent of the Akademi;

4.3 The consultant shall be bound to hand-over the entire set of records of assignment to the Akademi before the expiry of the contract, and before the final payment is released by the Akademi;

5. Conflict of interest:

5.1 The Consultant shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of the Akademi nor will she/he indulge in any activity outside the terms of the contractual assignment;

6. Termination of Agreement:

6.1 The Akademi may terminate the contract to which these terms apply, if:

- The consultant is unable to address to the assigned work.
- Quality of the assigned work is not to the satisfaction of the Controlling Officer/Competent Authority in the Akademi.
- The Consultant is found lacking in honesty and integrity.

The Competent Authority of the Akademi may also terminate the contract at any time without giving any notice and also without assigning any reason.

