



Government of India
Office of the Chief Commissioner for Persons
with Disabilities (Divyangjan),
Department of Empowerment of Persons with
Disabilities (Divyangjan)
(Ministry of Social Justice & Empowerment)
Sarojini House, 6, Bhagwan Dass Road,
New Delhi
www.ccdisabilities.nic.in

TENDER NOTICE FOR PROVIDING
MANPOWER SERVICES

Office of the Chief Commissioner for Persons with Disabilities (CCPD) invites sealed quotations for Providing Manpower Services in CCPD. Interested service providers may submit their quotations in sealed cover latest by **31st July, 2017 up to 11.00 A.M.** Further details can be downloaded from our website i.e., www.ccdisabilities.nic.in. The same can also be obtained from the office on the address mentioned above.

Sd/
Deputy Chief Commissioner,
Ph.: 23384762

F.No. 2-3/CCD/2016
Office of Chief Commissioner for Persons with Disabilities (Divyangjan)
Department of Empowerment of Persons with Disabilities (Divyangjan)
Ministry of Social Justice & Empowerment

Sarojini House, 6, Bhagwan Dass Road, New Delhi . 110 001.
(Tel.# 011-23386054, 23386154 Fax # 011-23386006)
E-mail: ccpd@nic.in Website: www.ccdisabilities.nic.in

Dated: 14.07.2017

Sub: Notice regarding engagement of Consultants in the Chief Commissioner for Persons with Disabilities (Divyangjan) on contract basis.

Chief Commissioner for Persons with Disabilities invites applications for appointment as Consultants in various fields of work for a period of six months basis. The eligibility criteria are as follow:-

Sl. No.	Name of the Post and Scale of Pay	Educational qualifications & Experience.
1	Personal Assistant Consolidated (27,000)	Qualifications (i) Graduate from a recognized University; and (ii) Speed of 100 words per minute in English/Hindi stenography (iii) Five years experience in stenography (iv) Knowledge of computer application/data entry/data processing. Desirable : (1) Knowledge of both Hindi and English stenography (2) Experience of working in judicial/quasi-judicial organizations.
2	Accountant Consolidated (27,000)	Qualifications Experience of working in Central/State Government level in any or all the following: (i) Graduate from a recognized University (ii) Experience in Handling Cash/Accounts at the level of Accountant/Asstt./DDO/US for at least 05 years. (iii) Sound knowledge of Government rules and procedures. (iv) Working knowledge of Computers particularly in use of MS Word, MS Excel, MS Power Point.

The total monthly consolidated amount and the pension drawn by the Consultant shall not be more than the last pay drawn by him calculated at the current rates of Dearness Allowance in case of retired Government Servants.

2. Apart from the above, the terms and conditions of appointment the other terms and conditions for appointment will be as per the policy for engagement of consultants framed by the D/oEPwD/CCPD.
3. The contract can be terminated at any time at the discretion of the competent Authority if the performance of the person engaged is not found satisfactory.
4. The Chief Commissioner of Persons with Disabilities reserves the rights to accept or reject the applications without assigning any reasons.
5. The applications may be addressed to Dy. Chief Commissioner for Persons with Disabilities, Department of Empowerment of Persons with Disabilities (Divyangjan), M/o Social Justice and Empowerment, Sarojini House, 6, Bhagwan Dass Rod, New Delhi.
6. The last date for receipt of application is **7th August, 2017**.