

No.D-19026/9/2013-IEO
Government of India
Independent Evaluation Office

2nd Floor, Shivaji Stadium Annexe Bldg.,
New Delhi – 110001, Dated 14 July, 2014

The Independent Evaluation Office, Govt. of India requires the services of one professional for appointment as non-official consultant with the following educational qualifications and experiences:-

1. Job requirements	As per Annexure
2. Essential qualifications	a) Professionals with minimum qualification of Masters Degree in the relevant field b) Post qualification experience of at least 10 years in: <ul style="list-style-type: none">• Evaluation of schemes/projects;• Interacting with international/multilateral organizations;• Research and analyze data/information to generate a well-documented written report. Retired government servants with Grade Pay of Rs.7600/- & above, and with at least 5 years of experience in the relevant fields are also eligible.
3. Desirable qualifications	a) Good academic record. b) Strong communication skill, both oral and written. c) Experience in organizing workshop/conferences. d) Basic computer skills
4. Duration	Candidates would be appointed on contract basis for an initial period of one year which can be extended depending on their performance and need of IEO.
5. Fee	Monthly fee shall be between Rs.50000/- to Rs.75000/- depending on the qualification and work experience of the selected candidate. Fee in the case of retired government servant shall not exceed the ceiling of last pay drawn (Pay+GP+DA) – Basic Pension subject to the remuneration band mentioned above.
6. Local Conveyance	Consultants shall be paid an additional amount of Rs.3000/- as the monthly Local Conveyance.
7. Age Limit	Maximum age limit for appointment of consultants is 65 years.

Interested candidates may send their CV along with an application in the enclosed format by post or email (bodhCA@cag.gov.in) to the undersigned within 15 days from the date of advertisement.

Joint Secretary (A&F)
Independent Evaluation Office,
Shivaji stadium Annexe Building, second Floor
New Delhi – 110001

Terms of reference for engagement of Consultant in IEO

1. Objectives:

Assist IEO in framing the evaluation studies of major programmes of Government of India, working with international/multilateral organizations and researching & analyzing data/ information.

2. Outline of the tasks to be carried out:

- To research and analyse the data/information to generate important conclusions required for carrying out evaluation studies;
- to design Request for Proposal and Evaluation Study Framework;
- To interact with international/national/multilateral organizations to get technical cooperation for evaluation related activities in IEO;
- To monitor the evaluation studies being carried out by the outsourced agencies;
- Drafting, editing and finalising the Evaluation Study Report(s); and
- Organising conferences/workshops in IEO.

3. Schedule for completion of tasks:

To be decided on case to case basis.

4. Output to be required:

Successful and timely completion of each task given to the consultant.

APPLICATION FORMAT FOR APPOINTMENT AS CONSULTANT (EVALUATION)

- 1. Name
- 2. Father's Name
- 3. Date of birth
- 4. Domicile
- 5. Nationality
- 6. Gender
- 7. Postal address
- 8. Tel/Mob. No.
- 9. Email ID

10. Educational qualification:

Sr. No.	Course	Subjects	Institute/ University	Year of passing	Division/ Grade/GP
1					
2					
3					

11. Work experience:

Sr. No.	Organisation/ Institute	Period		Nature of Work	Remarks
		From	To		
1					
2					
3					

12. Whether SC/ST/OBC

13. Two references with their name and contact details:

a)

b)

Dated:

(Signature)