

CENTRAL WOOL DEVELOPMENT BOARD

MINISTRY OF TEXTILES, GOVT. OF INDIA

123, Opp. Krishna Mandir, Bhagat Ki Kothi, Pali Road, Jodhpur. 342 001 (Raj.)

E Mail: woolboard-textiles@gov.in website: woolboard.nic.in

Phone- 91-291-2433967, 2616328

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The Central Wool Development Board, Jodhpur intends to engage/hire an independent Consultant for running of wool sector activity in CWDB, Jodhpur.

Interested persons may send their application in desired Performa along with required documents to this office at the address and email mentioned above.

The last date of submission of application is 45 days from publication of the advertisement in employment news.

Further details of eligibility conditions for the consultant & application Performa are available on our website: www.woolboard.nic.in


(G.S. Bhati)
Executive Director

Details of consultant proposed to be engaged in CWDB

1.	Name of Position	Consultant
2.	Number of position	One- consultant
3.	Remuneration & annual enhancement	Rs. 1,45,000 – 2,65,000 per month
4.	Age limit	Consultant- Candidate should be below or 50 yrs. as on 1 st July of year of advt.
5.	Period of contract	Initially for a period of one yr., which is extendable up to 03 yrs. no extension will be granted after three years
6.	Educational qualification	<p>Essential</p> <p>A Qualification-</p> <p>-Post graduate/ Graduate in Textile Technology/ Textile Engineering</p> <p>-MBA in marketing/ Finance/ Project Management to be preferred</p> <p>B Post qualification Experience-</p> <p>Min 8 year work experience in private /public sector at senior level in large Organization the candidate should have consistent experience in marketing and technical for 10 years including 3 year in textile industry preferably wool. Sound Knowledge of handling technical projects including evaluation and implementation also having good competency with computerized business operation market research , Product development, International operations, sales forecasting, and planning etc with working in commercial organization in Central/ State/UT Govt /PSU or reputed large private sector.</p> <p>C Desirable:</p> <p>As a team handled setting up of plant/ Production unit of textile.</p>
7.	Proposed work profile	Consultant- Technical scrutiny, Implementation feasibility of DPR, Output & Outcomes of the projects, Monitoring, Impact evaluation, and Policy formulation .

**Subject: Guidelines for Engagement of Consultant in CWDB, Ministry of
Textiles as Independent Consultant**

Background: The CWDB is responsible for policy formulation, planning and development of the Textiles Industry. The CWDB handles the core schemes for development of Textile Industry viz. 'Integrated Wool Development Programme' (IWDP) is an integrated programme which will be implemented during the period of 15th Finance Commission i.e. from 2021-22 to 2025-26 in all wool producing States as per the approved SFC. It is considered useful to utilize them to build organizational capacity, strengthen programme monitoring, schemes formulation, evaluation, project monitoring protection, development of textile industry in the country and promotion of Indian Textile in the world.

Keeping in mind all these developments the CWDB needs to strengthen itself with high quality resources in the required areas. Therefore, the CWDB proposes to engage Consultant.

1. Type and Tenure of Engagement

- i. The engagement will be purely on a contractual basis.
- ii. These engaged personnel shall have the legal status of an independent consultant vis-à-vis, Central Wool Development Board (CWDB) and shall not be regarded, for any purposes, as being either a 'staff member' an official' of CWDB. Accordingly, nothing within or relating to the Contract shall establish the relationship of employer and employee, or of principal and agent, between CWDB and the Individual Consultants.
- iii. The engagement shall be initially for a period of one year which may be extended upto three years, depending on the performance evaluation. After three years no further extension will be permissible under any circumstances

2. Qualification, Experience and Vacancies: Applicants with the following qualifications and experience would be considered for engagement as Consultant.

2.1 Essential Educational Qualification:

- Post graduate/graduation in Textile Technology/Textile Engineering.
- MBA in Marketing/Finance/Project Management to be preferred

2.2 Desirable qualification: As a team handled setting up of plant/production unit of Textile.

2.3 Experience, Age and remuneration:

Position	Upper age Limit (as on 01' July of Year of Advt.	Post qualification Experience Years*	Relevant experience (No. of years)
Consultant	50years	Minimum 8 years (detailed qualification is mentioned in advt.	3

*Experience includes upto 3 years for Ph.D. holder, provided no work experience is counted during these 3 years

3. Selection Process: The selection of consultant shall be done through a Screening Committee and Selection Committee to be constituted with the approval of Chairman, CWDB.

4. Remuneration and Annual Enhancement

4.1 Remuneration

- (i) The remuneration will be inclusive of all applicable taxes and no other facility or allowance will be allowed. The range of remuneration for consultant is as given in the table below.

Position	Remuneration per month (Rs.)
Consultant	1,45,000-2,65,000

- (ii) Remuneration for any selected candidates shall be fixed, based on the following:
- The range of Remuneration proposed in the above table for the position in which the candidate has been selected.
 - Years of Experience.
 - Last Pay Drawn (shall be considered in special Cases where the selection committee determined that the candidate is exceptional).

4.2 TA/DA: The independent Consultants may be required to travel to any place in India. While on tour, TA /DA will be admissible to Consultant as admissible to Under Secretary (Level-11) of the Central Govt. respectively.

4.3 Annual Enhancement of Remuneration and Extension of Tenure:

- The remuneration may be reviewed after completion of every one year on annual basis.
- Extension of the Consultant shall be allowed strictly on the basis of evaluation of performance, approved by the Governing Body of CWDB. Enhancement of the remuneration shall be allowed on the basis of recommendations of Governing Body of CWDB.
- The Remuneration Enhancement based on performance shall be as follows:

Performance	Enhancement in Remuneration
Performed only routine / assigned work	Nil
Individual Consultant who have made significant contribution in his /her domain and have shown exceptional quality in providing the desired output as expected by higher authorities on the assigned task.	5% of the remuneration
In exceptional cases, where the individual Consultant demonstrated exemplary performance in his/her domain and have made significant contribution in policy making and / or his or her articles have been published in reputed journals /magazine/newspaper or has authored books etc.	10% of the remuneration

5. Terms of Reference: The terms of reference shall include the outputs to be delivered and the functions to be performed. The outputs and functions shall be specific, measurable, attainable, results-based and time-bound. Detailed TOR will be drawn by respective divisions in CWDB to which ICs are posted. The TOR will be deemed to be part of the contract.

6. Payment:

- The Independent Consultants will be monthly remuneration within 7 days after completion of the month subject to periodic completion of work certified by the controlling Officer.
- The Income Tax or any other tax liable deducted, as per the prevailing rules will be deducted at the source before effecting the payment , for which CWDB will

issue TDS certificated Individual consultants shall be liable to pay Good and Services Tax, as applicable. CWDB undertakes no liability for taxes or other contributions payable by the Individual consultant on payment made under this Contract.

7. Working Hours and Leave:

- i. Working hours shall normally be from 9.30 AM to 6.00 PM during working days including half an hour break in between. However, in exigencies of work, Independent Consultants may be required to sit late and may be called on Saturday/Sunday and other Holidays also. Such late sitting or working on close holidays on exigencies will not attract any additional remuneration.
- ii. Paid leave shall be granted at the rate of 1.5 days for each completed month. Accumulation of leave beyond calendar year will be allowed. Moreover, the absence up to one month for any valid reason will be considered without remuneration.
- iii. Apart from above, the women Independent Consultants may be eligible for maternity leave as per the maternity Benefit (Amendment) Act, 2017 issued by Ministry of labour & Employment vide letter No. S-36017/0302015-ss-I dated 12th April, 2017

8. Termination:

- i. The engagement can be terminated at any time by the CWDB by giving 15 days notice or pay in lieu thereof. Similarly, the Independent Consultant may also resign after giving notice for a similar period.
- ii. The CWDB reserves the right to terminate any Independent Consultancy at any stage in event of a serious failure to perform the task assigned or of failure to observe any standards of conduct.

9. Title Rights, Copyrights, Patents and Other Proprietary Rights:

- i. Title to any equipment and supplies that may be furnished by CWDB to the Independent Consultant for the performance of any obligations under the Contract shall rest with CWDB, and any such equipment shall be returned to CWDB at the conclusion of the contract or when no longer needed by Independent Consultant. Such equipment, when returned to CWDB, shall be in the same condition as when delivered to the Independent Consultant, subject to normal wear and tear, and He / She shall be liable to compensate CWDB for any damage or degradation of the equipment that is beyond normal wear and tear.
- ii. CWDB shall be entitled to all intellectual property and other proprietary rights, including, but not limited to, patents, copyrights and trademarks with regard to products, processes, inventions, ideas, know-how or documents and other materials which the Independent consultant has developed for CWDB under the Contract and which bear a direct relation to or are produced or prepared or collected in consequence of, or during the course of, the performance of the Contract, and the Independent consultant acknowledges and agrees that such products, documents and other materials constitute works made for hire for CWDB. Subject to the foregoing provisions, all maps, drawings, photographs, mosaics, plans, reports, estimates, recommendations, documents and all other data compiled by or received by the Individual Independent Consultant under the contract shall be the property of CWDB, and shall be made available for use or inspection by CWDB at reasonable times and in reasonable places, and shall be treated as confidential and shall be delivered only to CWDB authorized officials on completion of work under the Contract.

10. Force Majeure and other Conditions:

- i. Force majeure as used herein means any unforeseeable and irresistible act of nature, any act of war (whether declared or not). Invasion, revolution, insurrection, or any other acts of a similar nature or force, provided that such acts arise from causes beyond the control and without the fault or negligence of the individual consultants.
- ii. Individual Independent Consultant acknowledges and agrees that, with respect to any obligations under the Contract that the Individual Independent Consultant must perform in or for any areas in which CWDB is engaged in, preparing to engage in, or disengaging from any peacekeeping, humanitarian or similar operations, any delay or failure to perform such obligations arising from or relating to harsh conditions within such areas or to any incidents of civil unrest occurring in such areas shall not, in and of itself, constitute force majeure under the contract.

11. Audits and Investigations:

Each invoice paid by CWDB shall be subject to a post-payment audit by auditors, whether internal or external, of CWDB or by other authorized and qualified agents of CWDB at any time during the term of the Contract and for a period of two (2) years following the expiration or prior termination of the Contract. CWDB shall be entitled to a refund from the Individual Independent Consultant for any amounts shown by such audits to have been paid by CWDB other than in accordance with the terms and conditions of the Contract. The Individual Independent consultant acknowledges and agrees that, from time to time, CWDB the obligations performed under the contract, and the operations of the Individual Independent Consultant generally relating to performance of the Contract. The right of CWDB to conduct an investigation and the Individual Independent Consultant's obligation to comply with such an investigation shall not lapse upon expiration or prior termination of the Contract. The Individual Independent Consultant shall extend full and timely cooperation with any such inspections, post-payment audits or investigations. Such cooperation shall include, but shall not be limited to, the Individual Independent consultant's obligation to make available his/her personal and any relevant documentation for such purposes at reasonable times and on reasonable conditions and to grant to CWDB access to the Individual Independent Consultant's premises at reasonable times and on reasonable conditions in connection with such access to the Individual Independent Consultant's personal and relevant documentation.

12. Settlement of Disputes:

CWDB and the Independent Consultant shall use their best efforts to amicably settle any dispute, controversy or claim arising out of the Contract or the breach, termination or invalidity thereof.

13. Arbitration:

Any dispute, controversy or claim between the parties arising out of the Contract, or the breach, termination, or invalidity thereof, unless settled amicably, as provided above, shall be referred by either of the parties to the CWDB for arbitration. The CWDB may appoint an arbitrator for the settlement of the dispute.

14. Conflict of Interest:

The Individual Independent Consultant shall be expected to follow all the rules and regulations of the Government of India which are in force. He/ She will be expected to display utmost honesty, secrecy of office and sincerity while discharging his/ her duties. In case the services of the Individual Independent Consultant are not found satisfactory or found in conflict with the interests of the CWDB/Government of India, his/her services will be liable to be terminated without assigning any reason.

15. General terms and conditions:

- i. Central Wool Development Board (CWDB) may require the Independent Consultant to submit a Statement of Good Health from a recognized physician prior to commencement of work in any offices or premises of CWDB.
- ii. The Independent Consultant shall be solely responsible for taking out and for maintaining adequate insurance required to meet any of his/ her obligations under

- the contract, as well as for arranging, at the Individual Independent consultant's sole expense, such life, health and other forms of insurance as the Independent Consultant may consider to be appropriate to cover the period during which the Individual Independent Consultant provides services under the contract.
- iii. The engagement as Independent Consultant is subject to verification of documents related to educational qualification and experience. If any information / documents submitted by Independent Consultant are found false / wrong at any stage, his/her engagement will be terminated immediately and appropriate action will be taken against him/her as per rules.
 - iv. Independent Consultant will be governed by the Official Secrets Act, 1923, as amended from time to time and will not disclose to any unauthorized person(s) any information / data that come to their notice during the period of their engagement as Consultant' in the CWDB. All such information / records/papers/software/ emails etc. will be property of the Government.
 - v. The Independent Consultant shall not advertise or otherwise make public for the purpose of commercial advantage that it has contractual relationship with CWDB. He/ She shall not, in any manner whatsoever, use the name, emblem or official seal of the Government of India or CWDB or any abbreviation of the name of CWDB, in connection with business or otherwise without the prior written permission of the competent authority of CWDB.
 - vi. The Independent consultant shall be expected to conduct himself/ herself in accordance with the rules and regulations of the Government of India. He/ She will be expected to demonstrate high moral character, integrity, secrecy of office and dedication to work while discharging his / her duties. In case his/her services are not found satisfactory or found to be in conflict with the interest of the CWDB/MOT/ Government of India, his/ her services will be terminated forthwith, without any notice period or compensation.
 - vii. In General, the Independent Consultant shall neither seek nor accept instructions from any authority external to CWDB in connection with the performance of his/her obligations under the contract. The Independent Consultant shall not take any action in respect of its performance of the Contract or otherwise related to its obligations under the contract that may adversely affect the interests of CWDB, and the Independent consultant shall perform its obligations under the contract with the fullest regard to the interest of CWDB. The Independent consultant warrants that he/ she has not and shall not offer any direct or indirect benefit arising from or related to the performance of the Contract or the award thereof to any representative, official, employee or other agent of CWDB. He/ She shall comply with all laws, ordinances, rules and regulations bearing upon the performance of his/ her obligations under the contract. In the performance of the Contract, the Individual Consultant shall comply with the normal standards of Conduct. Failure to comply with the same is ground for termination of the Individual Consultant for cause.
 - viii. Prohibition of Sexual Exploitation and Abuse: In the performance of the Contract, the independent consultant shall comply with the "Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013". The Independent Consultant acknowledges and agrees that any breach of any of the provisions hereof shall constitute a breach of an essential term of the contract, and, in addition to any other legal rights or remedies contract. In addition, nothing herein shall limit the right of CWDB to refer any alleged breach of the foregoing standards of conduct to the relevant national authorities for appropriate legal action.
 - ix. In the unfortunate event of the death, injury or illness while serving CWDB, the independent consultant or the next of kin shall not be entitled to any compensation or Appointment.

- x. The Independent Consultant will be required to submit a police verification report from their concerned police station and also submit a medical-cum-fitness certificate issued by any authorized Medical Practitioner prior to engagement.
 - xi. The period of engagement would commence from the date of joining at CWDB.
 - xii. The period of engagement as Independent consultant will not confer any claim or right for subsequent engagement/ employment with CWDB or any other Government Department at a later date.
 - xiii. Where the Executive Director, CWDB is of the opinion that it is necessary or expedient to do so, it may by order and for reasons to be recorded in writing, relax any of the provisions.
16. Consultant engaged under the previous guidelines, shall continue to be governed by the terms and conditions of those guidelines till the expiry of their existing contract. Any extension of tenure will be subjected to these new guidelines.
 17. These guidelines shall not be applicable to retired government servants hired as consultants. The same shall continue to be governed under the extant guidelines of DoE.
 18. This issues with approval of 41st G.B. meeting held on 28.07.2023 at New Delhi.

Executive Director