

SMALL FARMERS' AGRIBUSINESS CONSORTIUM
5th Floor, NCUI Auditorium Building,
3, Siri Institutional Area, August Kranti Marg,
Hauz Khas, New Delhi 110016

No. SFAC/1-3/19/2014-Admn.

Dated: 17.07.2018

**ENGAGEMENT OF TEAM LEADER (PROCUREMENT) ON CONTRACT BASIS FOR
PROCUREMENT AND DISPOSAL OF AGRICULTURAL COMMODITIES UNDER
PSF/PSS SCHEME OF GOVERNMENT OF INDIA.**

Small Farmers Agribusiness Consortium (SFAC) an autonomous body under Ministry of Agriculture and Farmers' Welfare, Government of India invites applications from eligible applicants or retired officers from Central/State/PSE/Statutory/Semi Government and autonomous bodies for handling procurement of Agricultural Commodities on full time basis at its Head Office at New Delhi.

Details of Position required on temporary contract basis:

Position	Team Leader for Procurement of Agricultural Commodity
Description	SFAC desires engagement of one experienced RETIRED officer as Sr. Consultant on fixed monthly remuneration on full time basis to assist in procurement/disposal/storage of agricultural commodities under PSS and PSF schemes of Government of India.
Remuneration	Appointment shall be on contract basis on fixed monthly consolidated remuneration of Rs.50,000/- to Rs.80,000/- per month depending on experience, qualification and post held at the time of retirement.
Conveyance Allowance*	Rs.5,000/- to Rs.8000/- per month
Period of appointment	Contractual appointment for a period of one year extendable subject to review of performance and discretion of Management.
Eligibility Criteria	Retired Senior Government Officers holding the Pay equivalent to the central Government Pay scale with GP 7600(Pre Revised) or above at the time of retirement from Central/ State, PSE, Statutory, Semi Government and Autonomous Bodies having 5 years experience in the required domain field in the post.
Age Limit	64 years as on last date of submission of application.
Work Experience	15 years in dealing with agricultural related activities specially commodity trade under Government schemes in a Central Public Sector undertakings / State or Central Govt. Departments / Ministries / Autonomous bodies. Be proficient in staying updated with the modifications in procurement policies with respect to the government rules and regulations acts, Work with expertise to make systems that ensure conformity with the obligations of the regulatory bodies. Possess spirit to work with team. Experience may be relaxed in exceptional cases of deserving candidates.
Duties & Role	<ol style="list-style-type: none"> 1. To supervise entire operation of procurement and disposal under PSF and PSS Scheme as per Government Mandate at various States as per extant government rules/procedure/guidelines with the support of procurement unit. 2. To examine/verify all claims of procurement as per Government norms including inspection of stock at warehouses in various States. 3. To complete the entire operation of procurement/disposal under e-auction system as per scheme guidelines of Department of Consumer Affairs, GoI for the agricultural commodities handled during the season. 4. To attend meeting /liaison with Central and State Government and related authorities with respect to matter of procurement. 5. To coordinate in preparing reports, statements, presentation and data analysis. 6. To advise on developments and risks involved during the process of procurement and by observing the required disposal formalities.

*Not entitled for any other allowance/benefits.

SFAC reserves all its rights to assess pre-qualification and experience screening, short listing of eligible candidates, formation of a panel, interview, empanel, engage consultant, fixation/revision of remuneration, fixation of terms and conditional and or rescind the advertisement/circular without any further notice. The pre-qualification and experience shall be assessed in line with the organizational needs and the decision with respect to engagement of Consultant (procurement), formulation of panel subject to eligibility criteria, shall remain solely with the competent authority the Managing Director, SFAC.

Leave: During your engagement you will be entitled for 12 days leave in a calendar year on prorata basis. Additional leave without pay may be permitted with approval of Managing Director. Un-availed leave shall neither be carried forward nor encashed.

TA/DA: You shall be allowed to take domestic tour as required by their duties for which TA/DA and Hotel Accommodation shall be paid as per policy of SFAC. Tours will be subject to approval of competent authority. Claims will be settled subject to extant Government rules.

Confidentially of Data & Documents: You will not divulge any information, data or reports/documents handled by you as part of your work to any party and person for pecuniary gains or even otherwise, without the prior approval of Competent Authority.

Conflict of Interest: You shall in no case represent or give opinion or advice to others in any matter which is adverse to the in the interest of the Department/Organization nor will he indulge in any activity outside the terms of the contractual assignment.

Working Hours: To follow the normal working hours as prescribed (i.e from 9.00 AM to 5.30 PM). However as per the exigency one has to sit late to complete the time bound work

Termination of Contract: The appointment is of a temporary nature and the SFAC can cancel the appointment at any time without providing any reason for it. However, in the normal course it will provide one month's notice to the Consultant (Procurement). The Consultant (Procurement) can also seek for termination of the Contract upon giving one month's notice to SFAC.

HOW TO APPLY: Interested candidates meeting the above criteria may send their applications in the given application format along with self-attested photocopies of the following documents. The original certificates shall be required to be presented at the later stage of selection in case called for interview. (i) Matriculation/ Secondary Certificate as proof of Birth. (ii) Mark Sheet / Certificate in support of all educational qualifications and experience. The Application Form along with one self-attested copy of all relevant qualification & experience certificates along with self-attested recent photograph should be forwarded in an envelope super scribing "Advertisement Ref. No. & Application for Engagement as Consultant (Procurement) on Contractual Basis "through post/in person so as to reach DD (ADMN) on or before **7th August, 2018** on the above mentioned address (Advance soft copy to **sfac@nic.in** shall also be accepted but hard copy should be submitted without delay). The advertisement is published in **CPPP Portal** under **e-publish** and **SFAC** website **www.sfacindia.com**.

MANAGING DIRECTOR

Application for the post of Team Leader (Procurement) on contractual basis in Small Farmers' Agribusiness Consortium

Recent passport
size photograph

1. Full Name (in Block Letters):
2. Father's/Husband's Name:
3. Date of Birth:
4. Contract Details: Mobile/Tele/email
5. Address for communication:
6. Date of Joining of Government Service (if applicable):
7. Age as on date:
8. Whether SC/ST/OBC
9. Whether Physically Handicapped
10. Date of retirement and the post from which retired (enclosed copy of retirement order) (if applicable)
11. Name of the Ministry/Department from which retired
12. Last Pay Drawn (Please enclose copy)
13. Educational/Technical Qualification (Please enclose copy of certificate/Mark sheet)(Attach separate sheet on prescribed qualification from 10th onwards along with subjects taken and percentage of marks secured)
14. P.P.O. No. (Please enclose copy if applicable)
15. Details of Computer Knowledge:
16. Brief particulars of Experience (A separate sheet may be annexed)
17. Two References with address & mobile no. :

I hereby declare that the particulars furnished above re 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/interview, my candidature is liable to be rejected and I shall be bound by the decision of the Small Farmers Agribusiness Consortium. I have read this circular and ready to accept all the terms and conditions for engagement of Consultants.

Signature of the candidate

Place:

Date :

