


U/O letter No.:Agri/Engg/PMKSY/4301/2016-17/PT-III/28
Dtd.24/10/2017

The Nodal Officer, RKVY
Assam, Khanapara, Guwahati-22

Kindly find enclosed herewith a advertisement for uploading in your website regarding engagement of contractual employee under PMKSY Scheme on purely temporary basis along with details Terms of Reference (TOR) and prescribed format. You are therefore requested to take necessary action for upload the same at the earliest.

Encl:-As stated above.



24.10.17
Chief Engineer Agriculture
Assam, Khanapara, Guwahati-22

Memo No. Agri/Engg/PMKSY/4301/2016-17/PT-III/28-A

Dtd.24/10/2017

Copy to:-

1. The Director of Agriculture, Assam, Khanapara, Guwahati-22 for favour of kind information.


24.10.17
Chief Engineer Agriculture
Assam, Khanapara, Guwahati-22




DIRECTORATE OF AGRICULTURE
KRISHI BHAVAN ,KHANAPARA
GUWAHATI-781022

No: Agri/Engg/PMKSY/4301/2016-17/PT-III/20

Date: 24/10/2017

ADVERTISEMENT

The Department of Agriculture, Government of Assam intends to engage Contractual employees on purely temporary basis for various posts viz. 2 nos of Assistant Engineer, 1 nos. of Agriculture Officer, 3 nos of Junior Engineer, 2 nos of Computer Operator to assist the Agriculture Department for implementation of Pradhan Matri Krishi Sinchayee Yojona (PMKSY) scheme at Directorate of Agriculture. The interested candidates may obtain detail Terms of Reference (TOR) from the website : www.rkvy.assam.in and may submit their application in prescribed format to the undersigned on or before 20th November,2017 along with necessary self attested credential. The short listed candidates will be called for interview.


Director of Agriculture
Khanapara, Guwahati-22

CONTRACT AGREEMENT

④

Document No. Agri/Engg/PMKSY 4301/2016-17/PT-III /

Dated: 01/17

Subject:- CONTRACT AGREEMENT FOR HIRING ON CONTRACTUAL BASIS AT THE AGRICULTURE DEPARTMENT UNDER PRADHAN MANTRI KRISHI SINCHAYEE YOJANA (PMKSY) SCHEME.

1. Agreement made on the day of 2017 between the Director of Agriculture, Assam, Khanapara, Guwahati-22 hereinafter called as the "DA" and Sri/Miss/Smti D/o Vill:- P.O:- hereinafter called the
2. Sets out below are the terms and conditions under which the has agreed to carry out the assignment. The service shall be performed in accordance with the attached Terms of Reference (TOR).
3. I herein after called do hereby confirm to provide services for the above-mentioned assignment to the Agriculture Department in accordance with the Terms & Conditions set forth below and the Terms of Reference (TOR) attached herewith.
4. We understand and hereby agree that, for administrative purposes **the Director of Agriculture, Assam, Khanapara, Guwahati-22** herein after called as the "DA" has been assigned to administer the assignment and to provide the with all relevant instruction to carry out the assignment.
5. We understand and hereby agree that, the services will be required till The DA may terminated or cancel the assignment and/ or shorten its duration, based on performance and conduct of as determined by DA. Further, the DA may consider for extending the service of during PMKSY based on the performance and conduct of the as determined by DA.
6. We understand and hereby agree that, the Contract will become effective from and or upon signing of this Agreement by the, whichever is later and will terminate on if not terminated earlier based on un-satisfactory performance/conduct as determined by DA or extended based on satisfactory conduct as determined by DA, lined to PMKSY, 2016-17 project period is further extended by the Govt. of Assam and Govt. of India.
7. We understand and hereby agree that, in the event of decision by DA to terminate the contract **15 (Fifteen) days** termination notice will be served to the, that in the event of termination, shall be paid for the services rendered for carrying out the assignment to the date of termination, and will provide the CE with any reports or parts thereof, or any other information and documentation gathered under this Contract prior to the date of termination. Similarly, will be at liberty to terminate agreement by serving a 15 days (Fifteen) termination notice to CE without assigning any reason.
8. We understand and hereby agree that, Payments for the service rendered will be made by the "DA" on fixed monthly remuneration basis, which shall be at the fixed monthly rate of Rs. for the contract period and shall not exceed this amount. No other payment except the monthly remuneration (plus reimbursement of approved TA/DA) shall be paid to the
9. We understand and agree that, the above fee includes all overheads and any taxes imposed. The DA will perform such duties, in regards to the deduction of such tax, as may be lawfully imposed by the Government.
10. We understand and hereby agree that, the DA will reimburse the reasonable cost of travelling to field of sites/ boarding /lodging (here in after called "TA/DA") in connection with this assignment as detailed in the TOR Travelling to field/sites shall be with prior approval of the DA. The TA/DA expenses will be reimbursed as per applicable/admissible rates for Grade-II officers for Govt. of Assam.

Contd.-2

11. We understand and hereby agree that, the shall be responsible for appropriate insurance coverage and that the is to maintain insurance cover for medical, travel, accident and third -party liability, the hereby agree to indemnify and hold harmless the DA against any and all claims, demands, and /or judgment of any nature brought against the DA arising out of the service under this Contract and that the obligation under this paragraph shall survive the termination of this Contract.
12. We understand and hereby agree that, all materials produced acquired under by the the terms of this Contract written, graphic, film, magnetic tape or otherwise shall remain the property of the DA, that the DA retains the exclusive right to or disseminate reports arising from such materials, that the rights and duties provided for in this paragraph shall continue, notwithstanding the termination of this Contract of the execution of it's other provisions.
13. We understand and hereby agree that, theshall carry out the assignment in accordance with the highest standard of professional and ethical competence and integrity, having due regard to the nature and purpose of the assignment and will conduct in a manner consistent with the TOR attached herewith.
14. We understand and hereby agree that, theshall not assign this Contract or sub- contract or any portion of it without prior written consent of DA.
15. We understand and hereby agree that, during the term of this Contract and after its termination, the and any entity affiliated with the, shall be disqualified from providing goods, works or services (other than the Services and any continuation thereof)for any activity resulting from or closely related to the Services.
16. We understand and hereby agree that, all knowledge and information not within the public domain which may be acquired during the carrying out of this Contract by the, shall be, for all time and for all purpose, regards as strictly confidential and held in confidence, and shall not be directly or indirectly disclosed to any person whomsoever, except with written permission of DA.
17. We understand and hereby agree that, as, shall have the responsibilities as detailed in the TOR attached herewith.
18. We understand and hereby agree that, the facilities to be provided by the DA for the assignment shall be as detailed in the TOR attached herewith.
19. We understand and hereby agree that, this Contract, its meaning and interpretation and the relations between the parties shall be governed by the law of Union of India.
20. We understand and hereby agree that, any dispute arising out of the Contract, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with arbitration & Conciliation Act. 1996.

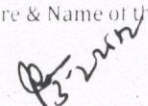
Thoroughly read, understood and agreed

Place: Guwahati: Dated.....2017

Signature & Name of

Signature & Name of the Client

Sri.
D/O
Vill:


(Smt. Juri Phukan, IAS)
Director of Agriculture, Assam

(2)

Government of Assam
Directorate of Agriculture

Terms of Reference (TOR) for engagement of Contractual staff under PMKSY Scheme

A. BACKGROUND:

Govt. of India has put a great emphasis on implementation of Pradhan Mantri Krishi Sinchayee Yojana (PMKSY) Scheme to enhance production & productivity of agricultural produces. Our State of Assam is lagging in this regard, due to various reasons. To expedite the process of implementation of PMKSY Scheme the Department needs some additional manpower. Accordingly, for engagement of contractual staff have been proposed against the extension service activity under PMKSY at Directorate of Agriculture for engagement of 2(Two) numbers of Assistant Engineer, 1(One) number of Agricultural Officer, 3 (Three) numbers of Junior Engineer, 2 (Two) numbers of Computer Operator, 1(One) number of Grade-IV and 2 (two) numbers of Private Security on contractual basis proposed for monitoring and evaluation of the Scheme.

B. OBJECTIVES:

Objectives will be-

- i) To monitor and supervision and co-ordination against various activities under PMKSY Scheme.
- ii) For successful implementation of PMKSY Scheme to provide necessary technical assistance during the execution of the Scheme under the guidance of State Level Coordinating Agency notified by Govt.

1.ENGAGEMENT OF ASSISTANT ENGINEER, AGRICULTURAL OFFICER AND JUNIOR ENGINEER ON CONTRACTUAL BASIS

Terms of Reference (TOR)

A. TASK:

Tasks of Assistant Engineer, Agricultural Officer and Junior Engineer will be as follows-

- i) To work under the direction of State Level Coordinating Agency of PMKSY.
- ii) To facilitate monitoring and evaluation of the Scheme by said Agency.
- iii) To coordinate the officials of various Department of above Agency for smooth implementation of the Scheme.
- iv) To provide technical support to above Agency.

B. PERIOD OF THE ASSIGNMENT:

- 1) The engagement is purely on contractual basis and offered initially for a period of six month and further extendable from time to time on satisfactory performance for the remaining period of the project. The maximum tenure will be Co- terminus.
- 2) The assignment may be terminated at any time within 15 days notice by the Director of Agriculture, Assam without assigning any reason, and without thereby incurring any liability to the Government of Assam.
- 3) It is desired that Assistant Engineers, Agricultural Officer and Junior Engineer hired under the project shall observe the highest standard of ethics during the period of his/her service and in

case the incumbent is found to be involved in corrupt and/or fraudulent practice his/her services will be terminated forthwith without any notice and penal action as per law shall be initiated.

C. FACILITIES TO BE PROVIDED :

- 1) The above categories of contractual officers at point B(3) they will be given access to all the documents, correspondence and any other information associated with the project etc. as deemed necessary.
- 2) On selection of the above contractual officers, an agreement shall be executed with the employer.
- 3) The above contractual officers shall not assign or sub-contract, in whole or in part, its obligations to perform under this Contract.
- 4) The contractual officers will have to attend office regularly in office working hours.
- 5) Transportation facility for official tours outside the head quarter will have to arrange by the above contractual officers himself/ herself. However, Travelling Expenditure /DA will be reimbursed as per applicable/ admissible rates of Govt. of Assam.
- 6) Leave facility for the period of 12 (twelve) days in one Calendar Year will be provided. No other leave will be provided to the above contractual officers Leave more than 12 days will be treated as Leave without Pay.
- 7) No services or facilities other than those mentioned above shall be extended.
- 8) The engagements are likely to be continued on basis of recommendation of Chief Engineer (Agril.), Assam.
- 9) After completion of each year an annual increment of 10% on gross monthly salary of previous year will be provided.

D. REMUNERATION AND OTHER BENEFITS:

Monthly remuneration of the Assistant Engineer and Agricultural Officers is fixed as Rs 20,000.00/- per month and for Junior Engineer it is fixed as Rs. 15,000.00/- per month.

E. INTERVIEW AND SELECTION MODALITIES FOR ENGAGEMENT OF ASSISTANT ENGINEER, AGRICULTURAL OFFICER AND JUNIOR ENGINEER ON CONTRACTUAL BASIS IN AGRICULTURE DEPARTMENT, ASSAM

- i) An oral interview for filling the post of Assistant Engineer, Agricultural Officer and Junior Engineer on contractual basis will be held on the specified date uploaded within *30 days* along with names of the candidate to attend the interview in the website www.rkvyassam.in. These engagement shall be made on purely contractual basis for a period of 6 (Six) months and likely to be renewed subject to satisfactory performance. This contractual engagement will not enable any one to make claim for any sort of regularizing or making the engagement permanent under Agriculture Department or any Govt. programme/Projects/Scheme what so ever.

SN	Name of Post	Number of Post	Qualification	Minimum Experience	Age up to(years)	Remuneration per month
1.	Asstt.Engineer	2	Degree in Civil/Agril engineering	1 Year	45	20,000/-
2.	Agricultural Officer	1.	BSC (Agri)	1 Year	45	20,000 -
3.	Junior Engineer	3	Diploma in Civil/Agril. Engineering	1 Year	45	15,000/-

- ii) The candidate must submit original documents from HSLC onward to Degree/Diploma certificate, mark sheet, work experience certificate and computer learning certificate etc. before the interview board for verification; any lapse may cause rejection of his candidature.
- iii) Any candidate not appearing in the interview on due dates his/her candidature will automatically be cancelled and no claim regarding this will be entertained.
- iv) Good computer knowledge is essential for the post. There will be computer test along with the interview.
- v) The detail advertisement and prescribed format of application may be downloaded from the website: www.rkvyassam.in
- vi) No TA/DA will be borne by Department of Agriculture for participating in the recruitment process.
- vii) Canvassing in any form for his/her candidature is prohibited and if found indulged in such activity shall not be considered .
- viii) Monthly remuneration of the Assistant Engineer and Agricultural Officers is fixed as Rs 20,000.00/- per month and for Junior Engineer it is fixed as Rs. 15,000.00 - per month.
- ix) Duly filled specified format of application along with attested copies of mark sheet, certificates from HSLC onwards, experience certificate etc. must be submitted to the Chief Engineer, Agriculture, Assam, Khanapara, Guwahati-22, within Date. 20/11/17 No application will be received after the same date.
- x) The candidates will be selected on basis of performance recommendation of the interview boards which will be constituted by the Director of Agriculture, Assam.

2. ENGAGEMENT OF COMPUTER OPERATOR ON CONTRACTUAL BASIS

Terms of Reference (TOR)

A. Tasks

- Assist the State Level Coordinating Agency of PMKSY for various computer job like preparation of report, drafting, PowerPoint presentation, record keeping etc.

B. Period of Assignment

- a) Engagement is purely on contractual basis offered initially for a period of 1 (one) year and further extended from time to time on satisfactory performance for the remaining period of the project. The maximum tenure will be co-terminus.
- b) The assignment may be terminated at any time within 15 days notice by the Director of Agriculture, Assam without assigning any reason, and without thereby incurring any liability to the Government of Assam.
- c) It is desired that the contractual computer operator hired under the project shall observe the highest standard of ethics during the period of his/her service and in case the incumbent is found to be involved in corrupt and/or fraudulent practice his her services will be terminated forthwith without any notice and penal action as per law shall be initiated.

C. FACILITIES TO BE PROVIDED :

- 1) The contractual computer operator at point B(c) will be given access to all the documents, correspondence and any other information associated with the project etc. as deemed necessary.
- 2) On selection, an agreement shall be executed with the employer.
- 3) The candidates for the above mentioned post shall not assign or sub-contract, in whole or in part, its obligations to perform under this Contract.
- 4) The candidates will have to attend office regularly in office working hours.
- 5) Transportation facility for official tours outside the head quarter will have to arrange by himself/ herself. However, Travelling Expenditure /DA will be reimbursed as per applicable/ admissible rates of Govt. of Assam.
- 6) Leave facility for the period of 12 (twelve) days in one Calendar Year will be provided. No other leave will be provided. Leave more than 12 days will be treated as Leave without Pay.
- 7) No services or facilities other than those mentioned above shall be extended.
- 8) The engagement is likely to be continued subject to recommendation of Chief Engineer (Agril.), Assam.
- 9) After completion of each year an annual increment of 10% on gross monthly salary of previous year will be provided.

D. REMUNERATION AND OTHER BENEFITS:

Monthly remuneration of the Computer Operator is fixed as Rs 10,000.00 - per month.

E. SELECTION MODALITIES FOR ENGAGEMENT OF COMPUTER OPERATOR ON CONTRACTUAL BASIS IN AGRICULTURE DEPARTMENT, ASSAM

- i) Contractual Computer operator for contractual service purely temporary for one year will be selected as per approved Guideline of selection and employment of consultants under IBRD loans & IDA credits & Grants by World Bank Borrowers, 2011 (Clause-5.3) , as per laid instruction AACP/AF/192/2012/47 Dtd.25.11.2013. As per above procedure against each candidate three nos. Curriculum Vitae will be collected and scrutinized. Out of three the best candidate having best Curriculum Vitae will be selected & approved for engagement.

SN	Name of Post	Number of Post	Qualification	Minimum Experience	Age up to(years)	Remuneration per month
1.	Computer Operator	2	Diploma in Computer Application preferably Post Graduate Diploma in Computer Application	1 Year	45	10,000/-

F. Budget Allotment & Sanction

A budget allocation received under PMKSY 2016-17 "Per Drop More Crop" head under Extension reform and Extension service on new technologies and information as per SAME. NMAET guideline 2014. allotment is as under

Rs. In Lakh						
SN	Activities taken up	Unit Size	Ceiling Cost		Central Share	State Share
a.	Two numbers of Assistant Engineer, Degree in Civil /Agricultural Engineer with 1 years Experience	6 Month	0.20	Per Month incumbent	2.16	0.24
b.	1 no of Agril. Officer with B.Sc in Agriculture with 1 year Experience	6 Month	0.20	Per Month	1.08	0.12
c.	3 nos of Junior Engineer, Diploma in Civil/Mechanical /Agricultural Engineer with 1 years Experience	6 Month	0.15	per Month	2.43	0.27
d.	2 nos of computer operator. 1 year experience	6 Month	0.10	per Month	1.08	0.12

Budget provision as per printed budget page XIII-(71), 2016-17

Rs. In lakh		
SN	Head of Account	Budget Estimates 2016-17(General)
		Plan
	32 Grants-in-aid General (Non-Salary)	
	99 Others	5164.66
1	Central Share	4666.52
2	State Share	498.14
	Total 32-Grants-in aid General (Non-Salary)	5164.66
	Total 000-(No Sub-Sub Head)	5164.66
	Total 5675-Pradhan Mantri Krishi Sinchayee Yojana(PMKSY)-Per Drop More Crop (Micro Irrigation)	5164.66

5

Sanction of Extension Reforms & Extension Service (Central Share) already accorded by Govt. ,
Vide NoAGA.395/2016/36 Dtd.17th November,2016. Expenditure is debatable under Head of
Account

2401-Crop Husbandry
00

113 Agricultural Engineering
5675 Per Drop More Crop
(Micro Irrigation).

PT
8-2-2012

Director of Agriculture
Assam, Khanapara, Ghy-22

PT

Chief Engineer Agriculture
Assam, Khanapara, Ghy-22

Standard Form of Application for Engagement of Contractual Employee



To, The Chief Engineer, Agriculture, Assam, Khanapara, Guwahati-22

Subject: Application for contractual engagement as _____

Affix self-attested
recent passport
size photograph

Sir,
I, Sri/Smt..... place my candidature with
following details for contractual engagement asfor your
consideration.

1. Name in full (Block letter)

2. Father's Name

3. Present address

PS _____

4. Permanent

address

PS _____

5. Contact details: 10 (ten) digit Mobile No. _____

E-mail ID: _____

6. Category (SC/ST/Gen) _____

(SC/ST candidates must enclose certificate of caste)

7. Date of Birth (DD/MM/YYYY) _____

(Enclose Birth Certificate or HSLC admit as supporting document)

8. Voter ID (EPIC) No. _____ (copy of EPIC must be enclosed)

9. Employment Registration No. _____ (Enclose copy of registration number)

10. Educational Qualification: (copies of mark sheet, certificates etc. must be submitted)

SN	Name of Institution with address	Name of Board/ University	Examination passed	Year of passing	Percentage of marks obtained

11. Other qualification details:(copies of certificates must be submitted)

12. Experience:(copies of experience certificate must be submitted)

SN	Name of organization	Particulars of job	Duration	

I hereby declare that information furnished above are true to the best of my knowledge and I am liable to any action as par the law if any statement found false. I also declare that I have gone through the TOR for engagement of Contractual Employee for Projects under RIDF and shall abide by the terms & conditions there under.

Date:

FULL SIGNATURE OF THE APPLICANT