

**Sports Authority of India
Finance Division**

File No.:01-35001(01)/3/2024-HO - Finance Division

Date: 21.08.2024

NOTICE- Inviting Applications for engagement of Consultant for examination of files on Financial matters in Sports Authority of India on Outsource Basis

The Sports Authority of India invites applications for the engagement of services of retired persons for examination and consultancy of finance related files on outsource basis for a period of one year.

2. Nature of Work

Examination of files related to the said work having experience/specialization in the following fields:

- (i) Administrative/Personnel related matters viz. Pay Fixation, Leave Travel Concession (LTC), Retirement Benefits, Travel Allowance/Dearness Allowance (TA/DA), Medical Claims, etc.
- (ii) Procurement of Services
- (iii) General Administration from financial angle, as per extant Rules and guidelines.
- (iv) Any other administrative task/activities as and when assigned by Competent Authority/Reporting Officer/Head of the Division and expert opinion on it.

3. Eligibility Criteria

Age Limit	Should be less than 64 years of age as on 05.09.2024(Closing date)
Essential Qualifications	The individual should be having an experience of at least five years in the field of finance & accounts/ audit in any Central Government organization such as the Central Ministry/attached or Subordinate Office/Autonomous Body/PSUs. In addition, the individual should be well-versed in the guidelines issued by the Government of India and GFR 2017.
Term of Engagement	The term of engagement shall be for a period of one year.

4. Selection Process:

The candidate fulfilling the eligibility criteria will be called for interview and the selection will be made on the basis of the recommendations of Interview.

5. Payment will be done on the basis of per file examination done.

6. Other Conditions:

- a. In case performance is not found satisfactory, his/her services will be discontinued after giving 15 days notice. In case you want to discontinue, you will have to give 30 days' advance notice for one month.
- b. Tax Deduction at Source: The Income Tax or any other tax liable to be deducted, as per the prevailing rules will be deducted at source before affecting the payment, for which the SAI will issue TDS/Service Tax Certificate, as applicable.
- c. Confidentiality: During the period of engagement, he/she would be subject to the provisions of the Indian Official Secret Act, 1923 and will not divulge any information gathered by him/her during the engagement to anyone who is not authorized to know.

7. How to Apply: Candidates satisfying all the conditions of eligibility shall submit their application complete in all respects in the prescribed format given in the Annexure. Application must be sent to the e-mail address: dirfin-sai@gov.in with a clear mention of subject APPLICATION FOR CONSULTANT for examination of files on Financial matters on or before 05.09.2024.

APPLICATION FOR CONSULTANT (FINANCE)

1. Full Name
2. Date of Birth / age as on 27.08.2024
3. Address for Communication
4. Mobile No.
5. E-mail ID
6. Date of Retirement
7. Name of Ministry/ Department from which retired (enclose copy)
8. Nationality
9. Essential Qualification
- 10 Have you ever worked as a Consultant? If yes, the details of thereof
11. Additional Qualification
12. Any other information