

**F. No.A.11019/36/2018-NMPB**  
**Government of India**  
**Ministry of AYUSH**  
**National Medicinal Plants Board**

Indian Red Cross Society (Annexe Building),  
New Delhi-110001.

**Dated: 15<sup>th</sup> December, 2020**

**CIRCULAR**

**Subject: Preparation of Panel for Engagement of Consultants on contract basis in the Ministry of AYUSH- reg.**

The undersigned is directed to say that National Medicinal Plants Division, Ministry of AYUSH proposes to prepare a panel of Consultants for engagement on Contract basis. Persons retired from the post of Under Secretary or equivalent in the Govt. of India, State Governments, Attached & Subordinate Offices, PSUs, Autonomous Bodies of the Govt. of India are eligible for the position of the Consultant. The short-listed candidates will be considered for engagement as per the requirement. The details are as follows:-

|    |  |   |
|----|--|---|
| 1. | No. of consultants to be engaged on contract basis | 01  |
| 2. | Period of engagement                               | Initially for a period one year. May further be extended on year to year basis, subject to functional requirements and also subject to appraisal of the performance.  |
| 3. | Age limit  | Should not be more than 64 years of age on the last date for receipt of application. The age ceiling for continuation of contract shall be 65 years as on the date of renewal of contract year to year basis. |
| 4. | Remuneration payable                               | Rs. 50,000/-  |
| 5. | Place of work                                      | National Medicinal Plant Board, Red Cross Building, New Delhi   |
| 6. | Specialisation in                                  | Administration/Establishment matters,<br>Budget,<br>Policy matters  |

|    |           |   |
|----|-----------|---|
|    |           | Project/Scheme related work.  |
| 7. | Desirable | <p>Preference will be given to persons:</p> <ul style="list-style-type: none"> <li>• Who are proficient in working independently in MS Office and other computer applications</li> <li>• Who have handled policy/administrative matters and related issues while in service.</li> </ul> |

2. The engagement of the Consultant on contract basis will be subject to the guidelines for engaging Consultant of the Ministry of AYUSH. Guidelines for engagement of Consultant are available at the Ministry of AYUSH website [www.ayush.gov.in](http://www.ayush.gov.in)

3. Interested and eligible candidates may submit their particulars in the enclosed format along with CV and relevant documents to **National Medicinal Plants Board**, Indian Red Cross Society (Annexe Building), Red Cross Road, New Delhi-110001 within 10 days of publishing of this Circular.

4. National Medicinal Plant Board, Ministry of AYUSH reserves the right to accept or reject any application without assigning any reason.

Enclosure:- As above.

  
(Banamali Naik)

Under Secretary to the Government of India

To:

1. Dr. I.G. Ghosh Mondal, Deputy Adviser, AYUSH with a request to upload this circular on the website of this Ministry.
2. Sh. Saurabh Sharma, Marketing Manager, NMPB with a request to upload this circular on the website of NMPB.
3. Notice Board.
4. Guard file.

**APPLICATION FORM FOR THE POST OF CONSULTANT/ ASSISTANT  
CONSULTANT ON CONTRACT BASIS IN THE MINISTRY OF AYUSH**

Affix  
passport size  
photo duly  
self-attested

**I. Personal Details :**

|     |  |               |
|-----|--|---------------|
| 1.  | Post applied for   |               |
| 2.  | Name of the applicant (Block Letters)  |               |
| 3.  | Father's / Husband's name  |               |
| 4.  | Date of birth (DOB)  |               |
| 5.  | Nationality  |               |
| 6.  | Permanent address  |               |
| 7.  | e-mail (block letters)   |               |
| 8.  | Mobile   |               |
| 9.  | Last post held in government service prior to retirement along with the name of organisation |               |
| 10. | Pay level/ Grade Pay of the last post held   |               |
| 11. | References   | i.<br><br>ii. |

**II. Educational Qualifications :** (Please attach self-attested copies)

| S. No. | Degree/ Diploma |
|--------|-----------------|
|        |                 |
|        |                 |

**III. Professional experience :** (Please attach self-attested copies)

| S. No. | Name of the organisation | Post held (prior to retirement) | Period of service |
|--------|--------------------------|---------------------------------|-------------------|
|        |                          |                                 |                   |
|        |                          |                                 |                   |

*I solemnly affirm that the above declaration is true and I understand that in the event of the declaration being found to be incorrect after my appointment, I shall be liable to be dismissed from service.*

**Signature with date**