

Jawahar Vyapar Bhawan  
22<sup>nd</sup> Floor, Tolstoy Road  
New Delhi – 110001.

Date: 29<sup>th</sup> December 2023.

**Advertisement**

**Subject: Engagement of Consultant for building of Competencies in Border Guarding Forces for effective Border Management on short-term contract basis in the Capacity Building Commission - Reg.**

India has vast territorial boundaries and strategic location of India makes each of its borders critical. These border regions have their own ethnic, cultural, religious, and racial configurations distinct from the mainland and in some area's affinity with those across the borders. Presence of cross border terrorism, crime and illegal migration make specific border sensitive. There are also issue of lack of development in border areas. Hence the proper management of borders is vitally important for national security.

2. The country's internal security challenges are inextricably linked to border management. The presence of multiple stakeholders in managing border affairs further compounds the complexity of task of border management. Accordingly, for effective border management in Ladakh, Kashmir, Sikkim and Arunachal, there is a requirement of carrying out a Capacity Needs Analysis and mapping of Capacity Building interventions specific to the needs of border management forces.

3. Capacity Building Commission is in process for framing the competency requirement of the Border Management forces, it hence needs one retired armed force officer at senior leadership position, who have a good understanding of the ecosystem and understanding of the capacity gaps in border management forces. Accordingly, applications in the prescribed format (as per Annexure) are invited from the eligible candidates for engagement as Consultant in the Capacity Building Commission, Jawahar Vyapar Bhawan 20-22 Floor, Tolstoy Road, New Delhi – 110001 on short-term contract basis as per details given below: -

1.	Name / Number of Posts	Consultant: For framing the competency requirement of the Border Management forces - 01
2.	Period of Consultancy	Six (06) months.
3.	Job Location	Capacity Building Commission Jawahar Vyapar Bhawan, Tolstoy Road, New Delhi – 110001.
4.	Eligibility Criteria & Experience	Officer Retired from Armed Forces at Level – 14 and above.  Experience: Having adequate experience in handling the Border Area Management / Development related issues. Handling security related matters and implementation of policies at the Border Areas.

5.	Scope of Work and Deliverable	<p><b>1. Needs Assessment:</b></p> <ul style="list-style-type: none"> <li>• Conduct a comprehensive needs assessment to understand the current and future challenges faced by Border Management forces.</li> <li>• Identify stakeholder requirements and expectations.</li> </ul> <p><b>2. Competency Framework Development:</b></p> <ul style="list-style-type: none"> <li>• Develop a competency framework tailored to the specific needs of Border Management forces.</li> <li>• Define key competencies, skills, and behaviors required for different roles within the organization.</li> <li>• Create detailed competency profiles for each role.</li> </ul> <p><b>3. Gap Analysis:</b></p> <ul style="list-style-type: none"> <li>• Perform a gap analysis to identify areas where existing competencies fall short of requirements.</li> <li>• Recommend strategies for addressing competency gaps.</li> </ul> <p><b>4. Stakeholder Engagement:</b></p> <ul style="list-style-type: none"> <li>• Collaborate with key stakeholders, including Border Management personnel, trainers, and leadership, to gather input and feedback on the competency framework.</li> </ul> <p><b>5. Documentation:</b></p> <ul style="list-style-type: none"> <li>• Prepare comprehensive documentation of the competency framework, including: <ul style="list-style-type: none"> <li>• Competency profiles for various roles.</li> <li>• Recommendations for training and development programs.</li> <li>• Implementation guidelines.</li> </ul> </li> </ul>
6.	Age limit	<ol style="list-style-type: none"> <li>1. Candidates should not be more than 64 years 6 Months of age as on the last date of receipt of applications.</li> <li>2. The maximum period of Consultancy shall be for Six (06) months or upto the age of 65 years.</li> </ol>
7.	Remuneration	The remuneration will be governed by Department of Expenditure's guidelines contained in OM No. 3-25/2020-E.IIIA dated 09.12.2020.

8.	Terms of Contract	<ol style="list-style-type: none"> <li>1. The candidates selected will be engaged purely on contractual basis initially for a period of Six months and it will not confer any right for regular appointment in the Commission, including any allowance such as DA, transport facility, residential accommodation, residential telephone facilities etc.</li> <li>2. The engagement of the contractual position may be terminated either side at any time by giving one month's notice.</li> <li>3. Allowances <ul style="list-style-type: none"> <li><b>3.1 House Rent Allowances</b></li> <p>No HRA shall be admissible.</p> <li><b>3.2 Transport Allowance</b></li> <p>An appropriate and fixed amount as Transport Allowance for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement. The amount so fixed shall remain unchanged during the term of appointment. However, retired employees engaged as consultants may be allowed TA/DA on official tour, if any, as per. Their entitlement at the time of retirement.</p> <li><b>3.3 Leave of Absence</b></li> <p>Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond a calendar year may not be allowed.</p> </ul> </li> </ol>
9.	How to apply	<ol style="list-style-type: none"> <li>1. Interested eligible applicants may submit their applications as per proforma at Annexure on the following address:</li> <li>2. Secretary, Capacity Building Commission, 22nd Floor, Jawahar Vyapar Bhawan, Tolstoy Road, New Delhi - 110001.</li> <li>3. Last date for receipt of applications is 15<sup>th</sup> January 2024.</li> <li>4. Applications received after due date will not be considered.</li> </ol>
10.	Selection Procedure	<ol style="list-style-type: none"> <li>1. Capacity Building Commission, through a Selection Committee, will scrutinize the applications and short list the candidate based on merits. The short-listed candidate will be called for interview for selection by the Selection Committee.</li> <li>2. The decision of the competent authority on selection of candidates will be final and no correspondence on this subject will be entertained.</li> </ol>

11.	General Conditions	<ol style="list-style-type: none"><li>1. The selected Consultants will be governed by the Official Secret Act, 1923, as amended from time to time and will not disclose to any unauthorized person(s) any information/data that may come to their notice during the period of their engagement as 'Consultant' in the Commission. All such documents will be the property of the Government.</li><li>2. They will not utilize or publish or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of their assignment for the Capacity Building Commission without the express written consent of the Commission.</li><li>3. They must act at all times in the interest of the Commission and render any advice / service with professional integrity.</li><li>4. They will maintain highest standards of integrity, transparency, competitiveness, economy and efficiency while working as Consultant in the Commission.</li><li>5. The consultant so appointed shall in no case represent or give opinion or advice to others in any matter, which is averse to the interest of the Commission; nor will they indulge in any activity outside the terms of the contractual assignment.</li></ol>
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Encl: As above.



(Anurag Kumar)

Under Secretary to the Govt. of India

Tel No. 2370 1130

Annexure

**Application for the post of consultant for building of Competencies in Border Guarding Forces for effective Border Management on short-term contract basis in the Capacity Building Commission, Jawahar Vyapar Bhawan, Tolstoy Road, New Delhi.**

**Advertisement No.** :

1. Name in full (in Block letters) :
2. Father's / Husband's name :
3. Nationality :
4. Sex :
5. Date of birth :
6. Age as on date :
7. Present / Correspondence :

Address :  
 Telephone No. :  
 Mobile No. :  
 E-mail :

8. Permanent address :
9. a) Whether SC/ST/OBC :

b) Whether physically handicapped:

10) Educational qualifications:

Exam passed	Name of the Board/University	Year of passing	Subjects	Division	Percentage of marks obtained

11) Experience details of all previous and present employment:

Name of the Employer	Name of the post	Pay Scale / Salary	Period		Nature of duties
			From	To	

12) Any other relevant information:

**DECLARATION:**

I solemnly declare that all the statements made in this application are true, complete 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 deleted 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 Capacity Building Commission.

Signature

(Full name of the applicant)

Place:

Date :

