



GOVERNMENT OF INDIA  
MINISTRY OF HOME AFFAIRS  
NATIONAL INVESTIGATION AGENCY  
BRANCH OFFICE, JAIPUR,



At 1<sup>ST</sup> Floor, TE BSNL OFFICE, Sector-05

VIDHYADHAR NAGAR, JAIPUR (RAJASTHAN)-302039

Phone No. 0141-2991701

Email: - info.jpr.nia@gov.in

No. E-19/RPO-Contract/NIA/JPR/2024 /1933

Dated 24 September, 2024

**C I R C U L A R**

Sub: - Engagement of retired Police officers / Officials as Investigation Expert (Consultant) in NIA.

National Investigation Agency (NIA) Branch office, Jaipur invites application from retired Police officers / officials of Central and State Government for 'Walk-In-Interview' for engagement as Investigation Expert (Consultant). The details / eligibility of engagement is as under: -

|   |                                |   |
|---|--------------------------------|---|
| 1 | Designation                    | Investigation Expert (Consultant)   |
| 2 | Tentative Number of Engagement | 02 (Two)  |
| 3 | Period of Engagement           | 01 year with provision of extension maximum upto 05 years or the age of 65 years, whichever is earlier.   |
| 4 | Place of Posting               | NIA Branch Office, Jaipur   |
| 5 | Remuneration per month         | As per MHA OM dated: 09-12-2020 remuneration will be fixed by deducting their basic pension from the last pay drawn at the time of retirement (last pay drawn- basic pension = remuneration).<br><br>No any other allowances will applicable. However, TA/DA will be permissible on official tours. |
| 6 | Eligibility                    | Retired Inspectors, Dy. SP, Addl SP and SP or equivalent level officers of Central Police Organization i.e. CBI, NIA, NCB, IB, Cabinet Secretariat, NTRO, Customs, Income Tax, DRI etc., and State Police.  |
| 7 | Age Limit                      | Below 65 years  |
| 8 | Education Qualification        | Graduation  |
| 9 | Experience                     | Minimum 10 years' experience in handling of criminal investigation cases or intelligence work or counter terrorism.   |

RAVI CHOWDHARY, IPS  
Superintendent of Police  
National Investigation Agency  
Branch Office, Jaipur (Rajasthan)

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| 10 | Nature of Duties              | <ul style="list-style-type: none"> <li>➤ To give consultancy and support on improving investigative skills for ensuring quality investigation.</li> <li>➤ To give consultancy and support for improving skills on legal appreciation of evidence gathered during investigation.</li> <li>➤ To consult on techniques of collection of intelligence.</li> <li>➤ To give consultancy and support on new case law/ legal changes / judgement of court of records having elect on investigation and advice regarding the same.</li> <li>➤ To give consultancy and support on improving the skills of investigation on court related matters and procedures.</li> <li>➤ To give consultancy and support on improving drafting skills of legal documents.</li> <li>➤ To give consultancy and support on management of criminal cases and case records.</li> <li>➤ To give consultancy and support on improving investigative skills of financial transaction and laundering of money.</li> <li>➤ To give consultancy and support on improving investigative skills with latest technical tools available.</li> <li>➤ To give consultancy and support on improving skills on CDR, IPDR analysis and advice regarding new technological advancement for its analysis.</li> <li>➤ Any other task assigned.</li> </ul> |
| 11 | Office Timing and Working Day | <p>The consultant would follow working office hours from 09.30 AM to 06.00 PM including half an hour lunch break in between or as may be directed by the controlling officer, during normal working hours.</p> <p>The Consultant would usually have to attend office from Monday to Friday but if required, he / she may be called for duty as per requirement on any day such as Saturday, Sunday, Holiday including Gazetted Holiday or beyond working hours without any extra remuneration / allowance.</p>  |
| 12 | Leave                         | <p>The consultant will be eligible for 1.5 days leave for each completed calendar month of service. Accumulation of leave beyond a calender year may not be allowed.</p> <p>Expect the above leave, no any kind of other leave will be admissible. No remuneration for the period of absence in excess of the admissible leave will be paid to consultant.</p> <p>The Consultant shall not claim leave as a matter of rights</p>  |

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| 13 | Assignment (s) other than NIA during the period of contract | The consultant shall not take up any other assignment of any nature during period of engagement in NIA that harms the interest of NIA.   |
| 14 | Conduct Integrity   | <p>The Consultant shall abide by the rules and provisions contained under the Central Civil Services (Conduct) Rules, 1964 and maintain discipline and absolute integrity in his / her conduct during the period of his / her engagement in NIA.</p> <p>The Consultant should maintain confidentiality / absolute secrecy of the work carried out by him / her. The Consultant shall be bound to hand-over the entire set of records of assignment to NIA before the expiry of the contract period and before the final payment is released by NIA.</p> <p>Consultant shall sign an agreement of confidentiality a clause on Ethics and Integrity.</p>   |
| 15 | Termination of Engagement                                   | <p>The engagement shall automatically stand terminate at the end of the engaged period unless extended by NIA, on mutual consensus by both the parties i.e. Consultant &amp; NIA.</p> <p>The contract may be terminated by giving fifteen days' notice by either side. In the event of pre mature termination of contract without advance notice of 15 days an amount or remuneration equivalent to 15 days of Consultant's remuneration shall have to be given by NIA or to NIA by the Consultant as the case may be. In the event of termination of the agreement, the remuneration will be paid on pro-rata basis as per attendance during the notice month.</p> <p>Brief ground of pre-mature termination of contract of Consultancy service is as under: -</p> <ul style="list-style-type: none"> <li>(a) The Consultant / firm is unable to address the assigned works.</li> <li>(b) Quality of the assigned works is not to the satisfaction of NIA.</li> <li>(c) The Consultant / firm fails in timely achievement of the target as finally decided by NIA.</li> <li>(d) The Consultant / firm is found lacking in honesty and integrity.</li> <li>(e) If any declaration / information furnished by willfully suppressed any material fact(s), he / she will be liable for termination of contract including</li> </ul> |

  
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|    |              | <p>any administrative and / or legal action, as NIA may deem fit.</p> <p>(f) The termination of contract must be got approved by the competent authority of NIA after obtaining proper 'No Objection' and 'No Dues' Certificate from all officers concerned of NIA.</p> <p>(g) The termination will be without prejudice to either party's rights accrued before termination.</p>   |
| 16 | How to Apply | <p>All interested applicants may appear for 'Walk-In-Interview' to be held on 24<sup>th</sup> &amp; 25<sup>th</sup> October, 2024 at 1100 hrs at NIA Branch Office, Jaipur, 1st Floor of Telephone Exchange, BSNL Office, Sector-05, Vidhyadhar Nagar, Jaipur (Rajasthan)-302039 along with filled up proforma (available with this advertisement- Annexure-I) and its supporting documents i.e., retirement proof, educational certificate, work experience etc.</p> |

2. The above said engagement is purely on temporary and on contract basis. NIA has right to accept or reject in part or in full any or all the response without assigning any reasons whatsoever.

3. Application proforma for engagement in NIA as Investigation Expert (Consultant) on contract basis is attached as Annexure-I

*12/09/24*  
(Ravi Choudhary, IPS)  
Superintendent of Police  
NIA BO-Jaipur.

**Distribution:**

- i. All Central and State Police Organization with request to give wide publicity to the circular among the concerned.
- ii. The DGP, Rajasthan, Haryana, Uttar Pradesh & Madhya Pradesh with request to give wide publicity to the circular among the concerned.
- iii. The SP, IT Division, NIA HQ, New Delhi with request to uploading the same on NIA Website and CPP Portal.

Application for engagement in NIA on contractual basis as Investigation Expert  
(Consultant)

|        |  |      |      |    |                          |
|--------|--|------|------|----|--------------------------|
| (i)    | Name in full (Block Letters)   |      |      |    |                          |
| (ii)   | Father's / Husband's Name  |      |      |    |                          |
| (iii)  | Date of Birth  |      |      |    |                          |
| (iv)   | Date of Superannuation from Govt. Service  |      |      |    |                          |
| (v)    | Educational Qualifications   |      |      |    |                          |
| (vi)   | Complete Residential Address   |      |      |    |                          |
| (vii)  | Telephone / Mobile No.   |      |      |    |                          |
| (viii) | E-mail ID  |      |      |    |                          |
| (ix)   | Position held since entry into service   |      |      |    |                          |
| (x)    | Last pay drawn (Copies of LPC and PPO)   |      |      |    |                          |
| (xi)   | Pension drawn  |      |      |    |                          |
| (xii)  | Organization where served and designation  | Rank | From | To | Nature of work performed |
|        |  |      |      |    |                          |
|        |  |      |      |    |                          |
|        |  |      |      |    |                          |
|        |  |      |      |    |                          |
|        |  |      |      |    |                          |
| (xiii) | Additional relevant information, if any, in support of your suitability for the said engagement. Attach a separate sheet, if necessary |      |      |    |                          |

**Declaration**

RAVI CHOWDHARY, I, solemnly declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I understand 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 candidate is liable to be rejected and I shall be bound by the decision of NIA. I have read the guidelines and ready to accept all the terms and conditions for engagement.

Place:

Date:

(Name & Signature of the applicant)