

Date: 19.08.2024

Advertisement No. RCB/Consultants/09/2024/HR

ENGAGEMENT OF CONSULTANTS AS SERVICE PROVIDER AT REGIONAL CENTRE FOR BIOTECHNOLOGY (RCB)

Regional Centre for Biotechnology (RCB) is an Institution of National Importance established, through an Act of Parliament, by the Department of Biotechnology, Govt. of India under the auspices of UNESCO. The primary focus of RCB is to provide world-class education, training and conduct innovative research in multiple interdisciplinary areas of biotechnology.

RCB has been entrusted with the responsibility of developing and executing a globally competitive interdisciplinary PhD programme in biotechnology in collaboration with the Biotechnology Research and Innovation Council (BRIC) institutions (hereinafter iBRICs) and ICGEB. This programme is intended to be a world class and pioneering research programme in the field of biotechnology and would integrate multi-disciplinary research, training, and innovation by converging the research efforts of all the institutions for maximum societal and environmental impact. In order to supplement the existing activities of the academic wing of RCB and to achieve the objectives of new programmes, expert consultancy service provider would be required.

The Centre invites online applications from those eligible and interested for engagement as expert consultancy service providers at the Regional Centre for Biotechnology. The eligibility, consultancy fee, scope of work and other terms & conditions are as under:-

S.No.	Nomenclature / Field of work / services and Consolidated Monthly Fee	Minimum Eligibility Criteria	Scope of Work	Tentative Nos. and age limit
1	<p>Consultant (Academics-IT Services)</p> <p>Monthly Fee:- Rs. 60,000/- per month consolidated</p>	<p><u>Essential Qualification and Experience:</u></p> <p>a) Post Graduation in any discipline with minimum 2 years experience in relevant field</p> <p>OR</p> <p>Graduation in any discipline with minimum 5 years experience in the relevant field</p> <p>b) At least one-year diploma in Computer Application / Hardware / Network from a recognized institute</p> <p>Desirable: Similar work experience in a Govt. Academic Institute/Govt. Research Organization.</p>	<ul style="list-style-type: none"> • Exposure to providing IT support for video conferencing systems and managing online meetings • knowledge of implementation of Digital Classroom & creation and implementation of Online Classes, Conference, Workshops, etc. • Good knowledge of troubleshooting user's level issues • Knowledge of building, configuring, patching, upgrading, and troubleshooting physical and virtual Windows / Linux servers, Apple desktops/laptops and ensuring compliance with uptime and performance • Knowledge and exposure to maintaining Servers & website backup, backup policies, and data recovery • Must have good knowledge of Google Suits, Google Forms, managing auto email alerts, and preparing reports • Ensure IT security through Antivirus and firewalls • Knowledge of maintaining data Backup and recovery • Knowledge of providing IT Support during International events • Able to manage Biometric machines and their database • Good knowledge of CCTV Cameras and their monitoring • Knowledge of open-source technologies for developing and deploying a new website • Knowledge of Software development, website management, application dashboard, etc. • Basic knowledge of Network & network devices • Knowledge of preparing drafts & put-up on green note sheets for approval purposes • Exposure to follow-up with OEMs and vendors for preparing new technical solutions, etc. 	<p>01 No.</p> <p>Age limit: 45 Years</p>

Interested and eligible applicants may apply online at RCB website www.rcb.res.in by 29.08.2024. Applications received through any other mode will not be accepted.

TERMS AND CONDITIONS

1. The engagement will be initially for one year, which may be extended further on mutually agreeable terms upto a maximum of three years.
2. The engagement is subject to periodic evaluation of the service provider and if, on such evaluation the services are not found to be satisfactory, the contract will be terminated with one-month notice.
3. The contract may be terminated by either party by giving one-month advance notice in writing.
4. The consolidated fee shown above are only indicative and shall be decided by the Selection Committee.
5. The contract shall conform to the provisions of GFR and extant rules of RCB, Faridabad in force from time to time.
6. The Selected Experts shall will be required to visit the Centre on a regular basis. Monthly fee will be payable upon meeting the minimum service requirements decided by the Centre.
7. The contract is for expert consultancy services and will not, in any case, be considered as an employment contract with the Centre.
8. All educational, professional and technical qualifications should be from a recognized Board/University.
9. No TA/DA will be provided to candidates for appearing in the interaction with the Selection Committee members. If required, interaction may be conducted through online/VC mode. The Selection Committee will have the right to conduct multiple rounds of interaction.
10. Canvassing in any form will be a disqualification.
11. Number of Experts mentioned above is indicative only and the number may increase or decrease as per the requirements and at the discretion of the Competent Authority of the Centre.
12. Mere fulfilment of the minimum prescribed qualification and experience will not vest any right on a candidate for being called for the selection process. Only the candidates shortlisted by a duly constituted Screening Committee will be called. The decision of the Centre in this regard will be final. No interim inquiries in this regard will be entertained.
13. The Centre may empanel a list of Experts, which will be valid for a period of 12 months.
14. The Centre has the right to withdraw this advertisement at any time and reserves the right to accept or reject any/ all the application(s) without assigning any reason thereof.
15. Any dispute arising out of this advertisement including the selection process shall be subject to the sole jurisdiction of the Courts situated at Faridabad/Delhi.
16. Applicants canvassing/giving incorrect information/violating norms in any kind, detected at any stage, before or after the selection will be disqualified with immediate/retrospective effect, as the case may be.
17. The decisions of the Competent Authority, RCB will be final and binding in all cases.
18. Last date for submission of application is 29.08.2024.

Note: Applicants who are already in regular government service and are willing to be engaged as Expert Consultancy Provider, are advised to take prior permission from their parent organization for the same. The positions are contract for service only with consolidated fee decided by the Centre from time to time. RCB, Faridabad shall not have liability of any kind to his/ her parent organization.

(Controller of Administration)
