

Warehousing Development and Regulatory Authority

Proforma for Application for Engagement of External Professional (IT) /Consultant (IT) in WDRA for a specified period.

1.

(a) Name (in Block letters) : _____

(b) Level applied : _____

(c) Present Office Address (with Tel No.) :

(d) Residential Address (with Tel No.)

(e) Email Address : _____

(f) Gender (Male/Female) : _____

2. Date of Birth : _____

/Age as on last date for receipt of application: _____

3. Educational Qualification (Graduation onward):

Exam Passed	University/Instt./ Board	Year of Passing	Duration of Course	Subjects	Marks obtained (%)

4. Details of employment/experience in chronological order (if needed, enclose a separate sheet duly authenticated by your signature in the format below):

Office/Instt./Org.	Post Held	Period		Area of work	Nature of work	Remarks
		From	To			

5. Total period of experience in the field of IT (in years) and experience in the field required in WDRA as per this advertisement:

6. Total period of experience in the field of IT in Govt of India (for Level-III):

7. Details of training undergone, if any:

8. Any other relevant information, which you want to furnish:

9. Please state briefly how you find yourself best suitable for the post applied for (Separate sheet may be attached)

Declaration:

I declare that the information provided by me is true and verified. If any point of time it is found to be incorrect, the Authority is free to take any action as per the rules, regulations, etc. of the Authority.

I declare that I have not been convicted by any court of law.

Date:

(Signature of Applicant)

Place:

AGREEMENT

(To be executed on non-judicial Stamp Paper of Rs.100/- and attested by Notary Public)

This Agreement is made this ____ day of _____, 20__ ,by _____ and _____ between Warehousing Development and Regulatory Authority and _____(the “Consultant (IT)”).

WHEREAS, the Consultant (IT), as a non-official in the WDRA, is permitted to perform limited services for WDRA, subject to the terms and conditions of Consultant’s employment relationship with WDRA;

AND WHEREAS, the WDRA desires that the Consultant provides advice and assistance to the Authority in his/her area of expertise;

AND WHEREAS, the Consultant desires to provide such advice and assistance to the Authority under the terms and conditions of this Agreement;

NOW, THEREFORE, the Consultant hereby agrees to the following Terms and Conditions for engagement as Consultant (IT) in WDRA.

The Consultant shall carry out the work related to his/her job requirement and assigned by the WDRA.

Consultant shall not take up any other assignment of any nature outside WDRA during the period of engagement by WDRA.

Consultant shall not undertake any work which involves entering into financial commitments to exercise powers on matters which are likely to bind the Authority.

Consultant shall serve WDRA for a period of one year or more as per orders issued by WDRA from time-to-time.

The agreement shall automatically stand terminated at the end of the period unless extended by WDRA on the same terms and conditions by issuing afresh order(s) thereof.

Notwithstanding anything noted above the assignment shall be Job profile based for a period for the specified works therein, unless the same is ordered by Authority.

Consultant should maintain confidentiality of the work carried out by them in WDRA.

Consultant shall not divulge WDRA information to any third parties that they may acquire in the course of their work.

Consultant shall execute and perform the works assigned to them with due diligence, sincerity and according to the best of their intelligence, skill and ability for all such work/assignment as WDRA will require them to do in such capacity.

The Consultant, at all times, shall conduct himself / herself and behave honestly, faithfully and properly in the course of discharge of their duties and as necessary or maintaining office decorum and office protocols.

Consultant shall be entitled to a consolidated remuneration of fees as prescribed in the Offer letter during the above period and no other allowances shall be payable.

The Consultant's entitlement shall be as per WDRA policy amended time-to-time.

The engagement does not grant the Consultant any right for future employment in WDRA or any benefits admissible to the employees of the WDRA.

The Consultant hereby irrevocably agrees to indemnify the WDRA in the event of any action taken by any third party/office with respect to his acts in the WDRA, in the event of any loss, damages or claims and any third party claims arising out of any violations of applicable guidelines.

It is agreed to and undertaken by the Consultant to safeguard the interests of the WDRA and protect the WDRA against any claims or demand made or proceedings initiated by any one against him/her and indemnify the WDRA in that regards including loss, damages, interest or cost thereof.

The services of the Consultant can be terminated on a notice of 90 days by either side at anytime during the period of engagement.

In case, the services rendered by the Consultant are found to be not satisfactory or if there is any breach of the terms of the agreement, the WDRA shall have the right to terminate the services of the Consultant with immediate effect without issuing a notice thereof and the decision of the Competent Authority thereon shall be final and binding.

In the event of termination of the agreement in accordance with the above mentioned Clauses the amount payable to the Consultant shall be limited pro-rata to the actual period for which the services were rendered by him/her.

Competent Court in Delhi alone will have jurisdiction to decide the dispute arising out of this engagement.

Witnesses

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Witnesses

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