

**Government of Punjab
(Department of Planning)
Punjab Development Commission
Chandigarh**

RECRUITMENT NOTICE: 1 / 2025-26

Notice regarding engagement of professionals - Senior Advisors, Advisors, Joint Advisors, Deputy Advisors, Chief Communication Officer, Chief Digital Officer and Senior Research Officers in the Punjab Development Commission (PDC).

The Government of Punjab constituted Punjab Development Commission (PDC) in August 2023 as an independent “action-based think tank” to support the development needs of the state and convert the state’s vision of ‘*Rangla Punjab*’ into reality. PDC provides broad advisory on policy and also actively enables and supports Departments of Government of Punjab with implementation of policies. PDC’s mission is to ensure on-ground tangible impact by continuously improving service delivery to the citizens.

The ten key focus areas of PDC include: Agriculture, Jobs & Economy, Education & Skilling, Health & Social Welfare, Power, Infrastructure, Culture & Tourism, State Finances, Governance, Monitoring Evaluation & Learning. PDC invites applications from committed, innovative, and result-oriented professionals to join its mission of accelerating development efforts across the state. This is an opportunity to contribute meaningfully to the Government of Punjab’s vision of a ‘*Rangla Punjab*’.

Mode of Application:

Candidates are required to fill the online application from the website of the Punjab Development Commission (pdc.punjab.gov.in) at the link: <https://eservices.punjab.gov.in/directApply.do?serviceId=2154>

The last date of application is **July 09, 2025**. Please note that applications received via email or registered post will not be considered. For any queries regarding the application process, please contact info.pdc@punjab.gov.in.

Interested candidates can find further details below.

I. Name and Number of Posts (Table I)

S.no	Name of Posts	Number of posts	Category Wise Detail
1	Senior Advisors	02	a. General (Female) - 01 b. Scheduled Caste (Female) - 01
2	Advisors	08	a. Scheduled Caste (Female) - 01 Scheduled Caste - 01 b. General - 03 General (Female) - 01 c. Ex Servicemen (Female) - 01 d. Backward Class (Female) - 01
3	Joint Advisors	05	a. Scheduled Caste (Female) - 01 Scheduled Caste - 02 b. Ex Servicemen (Female) - 01 c. Backward Class (Female) - 01
4	Deputy Advisors	02	a. General (Female) - 01 b. Scheduled Caste (Female) - 01
5	Chief Communication Officer	01	a. General - 01
6	Chief Digital Officer	01	a. General - 01
7	Senior Research Officers	03	a. Ex Servicemen (Female) - 01 b. Backward Class (Female) - 01 c. Scheduled Caste - 01
	Total	22	

Note 1: All these are collectively called Professionals.

Note 2: If no suitable candidates are found from the reserved categories, the positions may be offered to eligible candidates from the General category, subject to applicable rules and regulations.

Individuals working at comparable levels in private sector companies, consulting firms, multilateral organizations, NGOs, think-tanks or foundations who fulfill the essential educational qualification, age and experience criteria can apply.

II. Age, Pay, Qualifications and Experience (Table II)

S.no	Name of Post	Age	Age Relaxation (Category Wise)	Consolidated Salary Per Month	Minimum Experience
1	Senior Advisor	Not less than 40 years but not exceeding 52 years	For SC / OBC candidate: Not less than 40 years but not exceeding 57 years	Rs. 3,30,000	18 years
2	Advisor	Not less than 35 years but not exceeding 50 years	For SC / OBC candidate: Not less than 35 years but not exceeding 55 years	Rs. 2,65,000	15 years
3	Joint Advisor	Not less than 33 years but not exceeding 50 years	For SC / OBC candidate: Not less than 33 years but not exceeding 55 years	Rs. 2,20,000	10 years

4	Deputy Advisor	Not less than 30 years but not exceeding 50 years	For SC / OBC candidate: Not less than 30 years but not exceeding 55 years	Rs. 1,45,000	8 years
5	Chief Communication Officer	Not less than 35 years but not exceeding 50 years	For SC / OBC candidate: Not less than 35 years but not exceeding 55 years	Rs. 2,65,000	15 years
6	Chief Digital Officer	Not less than 35 years but not exceeding 50 years	For SC / OBC candidate: Not less than 35 years but not exceeding 55 years	Rs. 2,65,000	15 Years
7	Senior Research Officer	Not less than 26 years but not exceeding 40 years	For SC / OBC candidate: Not less than 26 years but not exceeding 45 years	Rs. 1,25,000	5 years

Note 1: Age and experience shall be counted as on the last date of the submission of application.

Note 2 : Age relaxation for Ex-serviceman -

An ex-serviceman shall be allowed to deduct the period of his service in the Armed Forces of the Union from his actual age and if the resultant age does not exceed the maximum age limit prescribed for the post, by more than 3 years, he shall be deemed to satisfy the condition regarding age limit for the concerned post.

Note 3: Qualifications

Following is the indicative list of acceptable degrees:

- Any Professional degree of not less than 4 years duration from a recognized University / Institution.
- Master's Degree / 2 years PG Diploma in any discipline from a recognised University / Institution unless specifically stated for a post.
- Pass in Section A and B of the Institution Examination of the Institute of Engineers (India).
- PhD (only if awarded; a provisional PhD degree certificate will be accepted)
- For Chief Communication Officer, Master's Degree in Communications/Marketing or related fields is mandatory.
- For Chief Digital Officer, Master's Degree in Technology or Data Sciences or related fields is mandatory.

Note 4: Clarifications regarding Work Experience:

- Overlapping work experience with education will not be counted. For part-time executive programs, only one - either the degree or the work experience - can be added.
- Volunteer work will not be considered unless it is more than one year and documentation from the employer is received.
- Internship experience overlapping with a degree will not be considered. Only an exclusive, paid internship experience will be considered.
- For Candidates pursuing a PhD, work experience gained during the program will not be counted alongside the three – year PhD period. Only one - either the PhD duration or concurrent work experience - will be counted, whichever is higher.
- Private practice for professionals like lawyers and doctors, CA or freelance consultants, etc. will be considered on a self-certification basis.

III. Job Description

1. Senior Advisor

- a. Responsible for strategic leadership across multiple verticals, overseeing both policy development and execution. Will report to the Member and lead a team of Advisors, providing guidance on cross-sectoral initiatives.
- b. Work closely with PDC leadership and departmental heads to shape long-term state level strategies and align sectoral goals with broader government priorities.
- c. Represent PDC at high-level meetings, inter-ministerial forums, consultations with international organizations and private sector leaders, serving as the principal liaison between PDC and senior officials from other organizations / Departments.
- d. Strengthen existing partnerships and networks, and lead the development of new ones with leading institutions to enhance policy design, implementation, and monitoring.
- e. Oversee and guide policy research, ensuring the use of robust, evidence-based analysis in shaping key government decisions.
- f. Provide high-level feedback and recommendations based on policy outcomes and data-driven impact assessments of the state's programs

2. Advisor

- a. Responsible for the vertical as a whole, both from a policy and execution perspective. Will report to the relevant Senior Advisor and Member and manage a team of Joint Advisors and Senior Research Fellows.
- b. Liaise with PDC and relevant Departmental leadership to create a long-term vision and strategic outlook for the sector.
- c. Develop relationships and represent PDC in forums, meetings and consultations with external organizations, businesses, civil society members, other govt. organizations etc.
- d. Identify and undertake relevant policy research and provide evidence-based analysis for key decisions of the government.
- e. Create, strengthen and convene partnerships and networks of specialized institutions to advise and enhance institutional capacity in the design, implementation and monitoring of relevant sectoral policies.

- f. Advise and provide support on the economic, financial, macroeconomic and fiscal implications of policies and interventions.

3. Joint Advisor

- a. Collaborate with the Advisors and Senior Advisors of the relevant sector to develop a long-term strategic roadmap for the sector.
- b. Assist in the formulation and evaluation of on-going projects and schemes of the relevant sector, policy research and analysis for the same.
- c. Appraise large investments/expenditures of the government via relevant techno-commercial analysis, financial analysis, viability assessment etc. to ensure strong outcome orientation.
- d. Diagnose challenges and gaps with on-ground implementation of flagship programs to improve service delivery and development outcomes in the state.
- e. Organizing and managing consultations with key stakeholders around PDC's specific reform initiatives.
- f. Evaluate proposals; assisting undertaking and /or managing policy research and evidence-based analysis.
- g. Provide guidance to Senior Research Officers and Deputy Advisors.
- h. Any other issue may be allocated from time to time.

4. Deputy Advisor

- a. Support Joint Advisors and Advisors in developing strategic plans, conducting background research, and drafting key policy documents.
- b. Contribute to PDC's policy research activities through primary and secondary research, and advanced data analysis to support evidence-based policymaking.
- c. Assist in monitoring and evaluating the state's existing schemes and projects, including development of dashboards and preparation of progress reports.
- d. Identify implementation bottlenecks by engaging with field-level data and feedback; support the larger team's efforts to improve service delivery.
- e. Coordinate stakeholder consultations, prepare briefing notes, and document key inputs for policy initiatives.
- f. Carry out any other responsibilities assigned by senior leadership at PDC as required.

5. Chief Communication Officer

- a. Lead PDC's overall communication strategy across media, public platforms, and internal channels to amplify policy impact.
- b. Manage media relations, oversee content development (press releases, reports, briefs), and ensure consistent messaging.
- c. Represent PDC in public forums and act as a spokesperson when required.
- d. Develop campaigns and outreach plans to engage relevant stakeholders as per project requirements.
- e. Collaborate with the Directorate of Information and Public Relation, Punjab to meet PDC's PR / marketing requirements, as needed.
- f. Liaise with other Departments and internal policy teams for developing high-impact narratives.
- g. Lead planning and execution of state level events, public consultations, and strategic engagements.

6. Chief Digital Officer

- a. Drive digital transformation initiatives within PDC's projects including strategy, platform development, and tech-led innovation through the use of data, analytics, and digital technology.
- b. Oversee development and maintenance of digital assets (dashboards, websites, apps) to support research and public engagement for PDC's initiatives.
- c. Lead integration of data analytics, visualization, and emerging tech to improve service delivery of the government's schemes and programs.
- d. Ensure data governance, digital security, and interoperability across PDC's state data platforms.
- e. Collaborate with internal teams and external partners to build user-friendly digital tools for policymakers and the public.
- f. Mentor internal teams on the use of digital tools for scaling policy impact.

7. Senior Research Officer

- a. Will work across a variety of themes/issues under the guidance of Joint Advisors/ Advisors.
- b. Organize meetings/workshops/knowledge-sharing sessions and stakeholder consultations on key priority areas at PDC.

- c. Write high quality research papers on miscellaneous subjects.
- d. Conduct detailed surveys and quantitative/qualitative analysis to inform policy questions.
- e. Conduct detailed data analysis on relevant topics; monitor and analyse scheme/program data on ground.
- f. Conceptualize and design data visuals, infographics, fact sheets and other knowledge products.
- g. Assist and support policy research and generation of evidence-based inputs for policy making.

IV: Selection Criteria: The selection will be based on the following four parameters:

Sno.	Criteria	Marks
1	Educational Qualification	20 marks
2	Experience	25 marks
3	Case Study	15 marks
4	Interview	40 marks

Note: A merit list based on consolidated marks shall be prepared. PDC shall maintain a waiting panel of candidates. Any vacancy that arises on any account can be immediately filled from the waiting panel. However, the panel shall be valid for a period of six months from the date of declaration of selection after which the fresh advertisement and process shall be carried out for filling any post. All decisions of PDC in this regard would be final. Further, the waiting panel shall not be larger than 40% of the total posts.

V. Duration of Engagement

- a. Professionals will be engaged for a period of one year which may be extended by one year at a time up to a maximum tenure of three years. However, their continuation in their respective position beyond the first and subsequent years would be based on a satisfactory Annual Performance Review based on clearly defined Key Performance Indicators.

- b. The professionals shall not be permitted to take-up any other assignment during the contract period.
- c. The engagement of professionals is of a temporary nature and the PDC can cancel the engagement at any time without assigning any reasons thereof by way of a notice of one month.
- d. All professionals engaged by PDC shall disclose any conflict of interest with respect to the work they are handling in the PDC. All professionals engaged by PDC shall declare prior to taking-up the consultancy assignment that neither their previous work nor any existing interest will create any conflict-of-interest vis-a-vis the work assignment at PDC.

VI. Selection Process: The selection of professionals shall be made in accordance with the provisions of recruitment rules of PDC as amended from time to time.

- a. **Screening Committee:** All applications will be scrutinized by an internal Screening Committee that will screen out ineligible candidates and award scores based on the information provided in the application.
- b. **Selection Committee:** Based on the merit list prepared by the Screening Committee, the shortlisted candidates will be invited for an interview with the Selection Committee.

VII. General Instructions for filling applications:

- a. The essential qualifications indicated in the original advertisement are the minimum and mere possession of the same does not entitle candidates to be called for Interview.
- b. Candidates must ensure that they are fulfilling all eligibility conditions. The crucial date for determining eligibility will be the last date of receipt of applications.
- c. Candidates are requested to fill all the entries in their own interest. Data related to minimum educational qualifications with respect to the post concerned should be filled mandatorily. Data related to experience (especially period of experience) should be mentioned correctly as indicated in the available documents with the candidate. They must also ensure that there is no overlap in the experience they

enter in the application. Further, the details of current employment should also be added.

- d. Candidates are advised to indicate their active and valid e-mail id in the application and check their emails at regular intervals. Candidates are also advised to check the PDC website from time to time for the latest recruitment updates.
- e. PDC does not assume any responsibility if any candidate is not able to submit his/her application on account of technical reasons or for any other reason beyond the control of PDC.
- f. Candidates are strongly advised to apply well in time without waiting for the last date for submission of online application. The candidates will be required to produce all the original documents and submit their self-attested copies, as and when asked to do so.
- g. Candidates applying for Senior Advisor/Advisor/Joint Advisor must clearly select the specific sectoral area of expertise that they possess. Candidates may select up to a maximum of 3 different sectoral areas of expertise.
- h. Candidates are required to submit a case-study (maximum 5 pages) documenting any **ONE** project / assignment / task from their professional experience that they believe is of most relevance to PDC. The project must clearly demonstrate the problem, work/analysis done by the candidate, and outcome achieved. For Senior Advisors/Advisors/Joint Advisors, the case study must be related to the sectoral expertise of the candidate. The case study is intended to demonstrate your understanding and insights into a specific sector relevant to your expertise, while showcasing your ability to analyze complex issues, recommend practical solutions, and communicate effectively. It will help assess your suitability for a policy advisory role in PDC.

Case Study Guidelines (For case study sample, refer to this [link](#))

- The case study must be original and written specifically for this application.

- It must not be a summary or excerpt of previously published work, PhD theses, journal articles, or project reports.
- The topic should be relevant to your domain expertise (e.g. power, infrastructure, health, education, agriculture, finance, etc.)
- All data should be supported by a citation or source
- The case study should ideally address a contemporary policy issue or challenge, and include:
 - Background and context of the issue
 - Problem statement
 - Analysis of the issue, including key stakeholders and constraints
 - Policy options or interventions
 - Recommended approach, with rationale
 - Implementation plan/approach
 - Outcomes achieved
- i. Any application sent by post / courier / email will not be entertained under any circumstance. It is mandatory to fill the form on the portal only. Candidates should not send the printout of the online application or any other supporting documents.
- j. No TA/DA will be paid for attending the interview.
- k. Providing wrong information will result in cancellation of candidature and PDC will be at liberty for undertaking legal recourse if the information submitted by the candidate is found false at any point.
- l. In case the applicant wants to apply for more than one post, a separate application has to be made for each post.

VIII. Instructions for submission of applications

The candidates must ensure that the following points are followed to enable hassle-free and correct submission of application:

- a. Please use the system calendar indicated in the online application for the relevant date columns (eg. Date of birth, Period of work experience, etc.).
- b. Please enter the experience in ascending chronological order.

- c. Date later than the present date should not be chosen for the educational qualifications.
- d. Date later than the present date should not be chosen for the experience.
- e. Candidates should enter the completed qualifications only and not the currently pursuing ones. The entries should be in accordance with the eligibility requirements as prescribed in the advertisement.

IX. General Conditions of Service

- a. All professionals shall be deemed to be public servants. They will have to execute an Agreement as mentioned in the Annexure.
- b. The employment contract can be terminated by either side with a minimum notice period of one month or pay in lieu thereof.
- c. No person shall be appointed on contract unless he/she has submitted a statement of good health from a registered Physician prior to his commencement of work in PDC.
- d. In the event of the death, injury or illness of any professional during contractual engagement the appointee or their dependents, as appropriate, shall not be entitled to any compensation.
- e. Professionals appointed on contract basis would not be entitled to any allowance including but not limited to residential accommodation, housing rental allowance, leave encashment or any other allowances as admissible to a regular Govt. Employee. However, for official purposes, professionals shall be reimbursed for travel related expenses as per the prevailing policy. The pay indicated in Table II is consolidated and final.
- f. Professionals appointed on contract basis shall be eligible for an annual increment of 5% strictly based on his/her performance during the year by PDC.
- g. No medical allowance shall be provided.
- h. Travel Allowance: Travelling Allowance shall be applicable as per the instructions issued by Department of Expenditure, Ministry of Finance, Government of India vide its letter No.190/30/1/2017-E-IV dated 13-07-2017.

- i. Settlement of Disputes: PDC and the professional shall make their best efforts to amicably settle any dispute, controversy or claim arising out of the Consultancy Contract or the breach, termination or invalidity thereof. Work related grievances, if any, should be processed as per the redressal mechanism established at PDC.
- j. Governing Law: The Professionals shall be governed by the laws of India and subject to the exclusive jurisdiction of the Courts at Chandigarh.
- k. Tax Deduction at Source: The Income Tax or any other tax liable to be deducted, will be deducted at source before effecting the payment, for which the PDC will issue TDS Certificate/s. Goods and Service Tax, as applicable shall be admissible to the Individual Professionals. The PDC undertakes no liability for taxes or other contribution payable by the Individual Professional on payments made under this Consultancy Contract.
- l. Leaves: A professional will be entitled to 12 days leave on a pro-rata basis in a calendar year. Leave Rules applicable to a regular Government employee will not be applicable to a Contractual appointee.
- m. Dearness Allowance: No dearness allowance is admissible for the professionals.
- n. Police Verification: Police verification of the professional shall be done as per the latest instructions issued by Govt. In case the police verification is received as adverse, the Consultancy Contract of Individual Professional shall cease to exist with immediate effect without any notice.

X. Documents to be uploaded

- a. Case study to be of maximum 5 pages
(Arial font, 14 size, single space)
- b. A Resume
- c. A clear photograph
- d. Certificate of highest educational qualification
- e. Certificate/s for claiming reservation
- f. Signatures

XI. Timelines

- Deadline for submission of applications: 11:59 PM of July 09, 2025.
 - Please check the PDC website for announcement of interviews. The interviews are likely to take place within 2-3 months of the deadline for submission of applications
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FAQ's

1. Is submission of a case study mandatory?

Yes, all applicants must submit a 5-page case study detailing a relevant professional assignment. Senior Advisors/Advisors/Joint Advisors must align it with their sectoral expertise. Case study cannot be previously published work, must be freshly written and reflect work done by you. It should clearly outline the impact / outcomes achieved through the assignment. If case study is too short or too long, proportionate marks will be deducted.

2. What is the tenure of engagement?

The initial tenure is 1 year, extendable annually up to a maximum of 3 years, subject to performance.

3. Can a candidate apply for more than one post?

Yes, but a separate application must be submitted for each post.

4. Are government employees eligible to apply?

Yes, but they must ensure no conflict of interest and obtain necessary permissions from their current employer.

5. Are there any reservation benefits except for age relaxation?

Yes, vacancies are distributed across General, SC, BC, and Ex-Servicemen categories as per Punjab Government policy.

6. Will professionals receive other government benefits like accommodation or DA?

No, these are contractual positions, and benefits including but not limited to

government housing, DA, leave encashment, or medical allowance are not applicable.

7. How will shortlisted candidates be notified?

Candidates must provide a valid email ID and regularly check it. PDC will communicate through email regarding further stages. Candidates are also advised to check the PDC website regularly for the latest recruitment updates.

8. I have the relevant experience but do not meet the minimum stated educational qualifications. Can I apply?

No, you cannot apply if you do not meet all of the minimum eligibility requirements.

9. I am a postgraduate (the minimum required educational qualification) but don't have the minimum stated years of experience. But I want to work for Punjab. Can I apply?

No, you cannot apply if you do not meet all of the minimum eligibility requirements.

10. Which city would I be working in, if selected?

You will be based in Chandigarh, if selected. The job may involve travel all over Punjab.

11. I am slightly overage but have all the qualifications and experience. Will I be considered?

No, you cannot apply if you do not meet all of the minimum eligibility requirements.

12. I have done BA and then LLB (three year course). Am I eligible?

No, since you do not have a Master's Degree and your Undergraduate Degree is less than 4 years.

13. If I am unable to attend the interview on a particular date, will I get another date?

This will be possible only under exceptional circumstances.

14. Will I be required to fill a Bond?

No, you will not be asked to fill a Bond at the time of joining.

15. Will I be allowed joining time? How much?

You will be given a maximum of 2 months joining time.

16. Can I submit some experience related certificates at the time of the interview?

You will be asked to show your experience certificates at the time of the interview. However, you are not required to submit any experience certificates at the time of interview.

17. Can I submit some qualification related certificates at the time of the interview?

You will be asked to show all your qualification certificates at the time of interview. However, you are not required to submit any certificates at the time of the interview.

Please note that you are required to submit the highest qualification degree certificate at the time of submitting the application on the portal.

18. Will an interview by Video Conference be possible as I am working / living / posted far away / overseas?

Yes, you may apply to give the interview by VC with relevant justification.

19. Are any references required?

No references are required as part of your application.

20. Are degrees from recognised open universities acceptable?

Yes, degrees from recognised open universities are acceptable.

21. Will I get extra credit for awards / publications?

No extra credits will be given for publications / awards of the candidate.

22. How can I get in touch with the Team if I have a query?

For enquiries, please write at: info.pdc@punjab.gov.in

**GOVERNMENT OF PUNJAB
PUNJAB DEVELOPMENT COMMISSION
AGREEMENT**

ARTICLES Of AGREEMENT made this day of _____ between,
Sh. _____, Son of/daughter of
Sh. _____, resident of
_____ referred to as party of
the first part and the Secretary, Punjab Development Commission (HERE IN AFTER
CALLED "THE GOVERNMENT or PDC") of the second part.

WHEREAS it has been agreed between the parties that the party of the first part shall be
appointed as the in the Punjab Development Commission
with effect from the forenoon/afternoon of the date of joining (_____) for a period of
1 year or until further orders on contract basis on the terms and conditions herein
contained.

**NOW THESE PRESENTS WITNESSETH AND THE PARTIES HERE TO
RESPECTIVELY AGREE AS FOLLOWS: -**

1. The Punjab Development Commission has agreed to engage the party of the first
part and the party of the first part has agreed to serve the PDC as
in the PDC with effect from the forenoon/afternoon of date of joining for a
period of 1 Year or until further orders, whichever is earlier, on contract as a
professional under whom they may from time to time be placed by the
Government and shall remain in the service subject to the provisions herein
contained.

2. The appointment of the party of the first part as in the PDC shall continue for a period of 1 Year (extendable to a maximum 3 years) or until further orders of the Government, whichever is earlier, subject to the provisions contained in the following clause 3. The appointment may be extended by one year at a time upto a maximum tenure of three years contingent on a satisfactory Annual Performance Review based on clearly defined Key Performance Indicators which will be decided by PDC from time to time.
3. The Service of the party of the first part may be terminated by giving one calendar month notice in writing or pay in lieu thereof any time during their terms of the appointment under this agreement either by the party of the first part to the Government or by the Government or its authorized officer to the party of the first part without assigning any reasons whatsoever.
4. The party of the first part shall devote their whole time to their duties and shall, whenever required, proceed to any part in India and perform such duties as may be assigned to them by the PDC. They shall not be permitted to take up any other assignment during the contract period without prior approval.
5. Party of the first part engaged by PDC shall disclose even little conflict of interest with respect to the work they are handling in the PDC. Party of the first part engaged by PDC shall declare prior to taking up the consultancy assignment that neither their previous work nor any existing interest will create any conflict of interest vis-à-vis the work assignment at PDC.
6. Party of the first part shall be appointed on contract only after the submission of a statement of good health(medical fitness certificate) from a registered physician prior to their commencement of work in PDC.

7. Remuneration: The party of the first part shall, from the joining date (forenoon/afternoon) receive a consolidated monthly pay of Rs.
8. Party of the first part appointed on contract basis shall be eligible for an annual increment of 5% strictly based on their performance during the year as assessed by their supervisor through Annual Performance Appraisal Report (APAR) and approved by the Vice-Chairperson, PDC.
9. The party of the first part shall not be entitled to a residential accommodation, official transport, leave encashment or any other allowances as admissible to a regular Government employee. Leave rules applicable to a regular Government employee will not be applicable to party of the first part. However, party of the first part will be entitled to 12 days' leave on a pro-rata basis in a calendar year.
10. No dearness allowance is admissible for the party of the first part.
11. If the party of the first part is required to travel in the interest of the public service, they shall be entitled to traveling allowance as per instructions issued by the Department of Expenditure, Ministry of Finance, Government of India vide its letter no - 190/30/1/2017-E-IV dated 13-07-2017
12. No separate medical allowance shall be provided to the party of the first part.
13. In the event of the death, injury or illness of party of the first part which is attributable to the performance of engagement on behalf of PDC under the terms of the Contract while the appointee is traveling at the expense of PDC or is performing any responsibilities under the Contract in any offices or premises of PDC or Government of Punjab, the appointee or the appointee dependents, as appropriate, shall not be entitled to any compensation.

14. The party of the first part will not be allowed to join any retirement scheme of the Government of Punjab.
15. In respect of any matter relating to the conduct, discipline and other conditions of service and in respect of which no provisions have been made for party of the first part in this agreement, shall be dealt by the rules notified by the PDC from time to time.
16. PDC and the party of the first part shall make their best efforts to amicably settle any dispute, controversy or claim arising out of the Consultancy Contract or the breach, termination or invalidity thereof. Work related grievances, if any, should be processed as per the redressal mechanism established at PDC.
17. The party of the first part shall be governed by the laws of India and is subject to the exclusive jurisdiction of the Courts at Chandigarh.
18. The Income Tax or any other tax liable to be deducted, as per the prevailing rules, will be deducted at source before effecting the payment, for which the PDC will issue TDS Certificate/s. Goods and Service Tax, as applicable shall be admissible to the party of the first part. The PDC undertakes no liability for taxes or other contributions payable by the party of the first part on payments made under this Consultancy Contract.
19. The rights and obligations of the party of the first part are strictly limited to this Consultancy Contract and Office Memorandum issued by Punjab Development Commission from time to time on work allocation/reporting etc. Accordingly, the party of the first part shall not be entitled to any benefit, payment, subsidy, compensation or entitlement, except as expressly provided in this Consultancy Contract. The party of the first part shall be solely liable for claims by third

parties arising from the Individual Consultant's own acts or omissions in the course of performing this Consultancy, and under no circumstances shall Punjab Development Commission be held liable for such claims by third parties.

IN WITNESS WHEREOF, the Parties hereto have executed this Consultancy Contract.

By signing below, I, the party of the first part, acknowledge and agree that I have read and accept the terms of the Consultancy Contract

AUTHORIZING OFFICER:

Punjab Development Commission.

INDIVIDUAL CONSULTANT

Name:

Name:

Signature:

Signature:

Date:

Date:

Place:

Place: