



राष्ट्रीयसिद्धासंस्थान /NATIONAL INSTITUTE OF SIDDHA
आयुषमंत्रालय /MINISTRY OF AYUSH
भारतसरकार /GOVERNMENT OF INDIA
ताम्बरमसनटोरियम /TAMBARAM SANATORIUM
चेन्नई - 600 047/CHENNAI -600 047

फ़ोन\Tele : 044-22411611

ईमेल: director.nis-tn@gov.in/chennai-nis@gov.in वेब/Web: <https://nischennai.org>

फ़ाइल संख्या F.No.NIS/1-1/Recruitment-Contract/2026/Vol 3

तारीख/Date: 27.08.2026

DETAILED EMPLOYMENT NOTIFICATION NO:07/2026

APPLICATIONS ARE INVITED FOR THE FOLLOWING CONTRACTUAL POSTS

The period of contract will be upto 31.03.2027 or till filling up the post on regular basis or until further orders, whichever is earlier.

S.No.1) PROFESSOR – 1 Post

Sl. No.	Name of the Post	No. of Posts	Category
1	Professor (Siddha) - Integrative Health and Translational Research	1	UR

Essential Educational Qualification:

PG Degree MD (Siddha) recognized under IMCC Act, 1970.

Experience:

Five years of teaching experience as Reader / Associate Professor in the concerned subject or 5 years Research Experience in PB-III (Rs.15,600-39,100) with GPRs.7,600/- with NPA.

OR

15 years combined experience in teaching as Reader/Associate Professor/ Assistant Professor /Lecturer in the concerned subject or 15 years Research Experience in the pay scale of PB-III(Rs.15,600-39,100) with GP of Rs.7,600/-, Rs.6,600/-andRs.5,400/-with NPA respectively out of which minimum 2 years in the pay scale of PB-III (Rs.15,600-39,100) with GP Rs.7,600/- with NPA.

And

Minimum five research publications indexed in index medicus or National Journals.

Maximum Age Limit: Not exceeding 55 years as on the closing date for receipt of application (relaxable upto 5 years for candidates belonging to SC/ST/OBC community and Govt./Autonomous body employees in accordance with order issued by the Central Govt. from time to time) (relaxable upto 2 years in case of internal candidates) (Age relaxation is applicable only for reserved posts).

Consolidated Pay:Rs.75,000/- p.m.

The posts shall be filled in accordance with the prescribed Recruitment Rules as mentioned above. In the event of non-availability of suitable candidates, recruitment shall be made strictly as per the eligibility criteria, (*Essential Qualification / Experience /Age*)amendments, guidelines, notifications, and directions issued by the National Commission for Indian System of Medicine

(NCISM) from time to time. Candidates shall possess a valid NCISM Teacher Code or have qualified the National Teachers' Eligibility Test (NTET), wherever applicable, in accordance with the prevailing NCISM Regulations and the eligibility requirements prescribed for the respective posts as follows.

Qualification Experience will be as per sub clause (i) of clause (g) of sub-regulation (2) of regulation 32 specified in these regulations; of National Commission for Indian System of Medicine (Minimum Standards of Undergraduate Siddha Education) Regulations, 2022'

Essential Educational Qualification: Post graduate degree qualification in Siddha (Doctor of Medicine-M.D. or Master of Surgery-M.S.), preferably with doctoral degree (Ph.D.).

Experience:

- (i) The candidate **must possess certified experience in all of the following areas:** Central Research Laboratory, Quality Testing Laboratory, Animal House and Animal Experimentation Laboratory, Clinical Research Cell, Plagiarism Scrutiny Cell, Institutional Research Committee, and Institutional Ethics Committees for Human Subjects and Animal Ethics. Experience in **supervision, coordination**, regulatory compliance, quality testing, clinical research, animal experimentation, and plagiarism scrutiny shall be mandatory.
- AND
- (ii) Total teaching experience of ten years (10 years) as a regular teacher in Postgraduate teaching in the concerned subject, or five years of teaching experience in Postgraduate teaching as Associate Professor or Reader on regular basis in the concerned subject; or
- (iii) Total ten years(10 years) of research experience as full-time researcher after possessing Postgraduate degree qualification in the concerned subject on regular appointment in Research Council or Research Institutions of Central Government or State Government or Union Territory Administration or University or National institutes or National Accreditation Board for Testing and Calibration Laboratories (NABL) accredited Laboratory having, -
- (A) qualified in the National Teachers Eligibility Test conducted by the National Commission for Indian System of Medicine; and
- (B) minimum five research papers published in indexed journals (indexed in UGC-CARE, PubMed, Web of Science, Science Citation Index, Scopus); or minimum three research papers published in indexed journals (indexed in UGC-CARE, PubMed, Web of Science, Science Citation Index, Scopus) and one published book or manual relevant to Siddha; or investigator for any major research project with a duration of the project three years and above as per the sanctioned letter.

S.No.2) ASSOCIATE PROFESSORS – 9 Posts

Sl. No.	Name of the Post	No. of Posts	Category
1	Associate Professor (Udal Koorugal)	1	UR
2	Associate Professor (Gunapadam Marunthiyal)	1	UR
3	Associate Professor (Noi Naadal Noi Mudhal Naadal)	1	OBC
4	Associate Professor (Sattam Saarntha Maruthuvamum Nanju Maruthuvamum)	1	UR
5	Associate Professor (Maruthuvam)	1	EWS
6	Associate Professor (Varmam, Puramaruthuvam and Sirappumaruthuvam)	1	UR
7	Associate Professor (Aruvai including Kan, Kathu, Mookku, Thondai, Pal and Thol Maruthuvam)	1	OBC

8	Associate Professor (Sool and Magalir Maruthuvam)	1	UR
9	Associate Professor (Kuzhanthai Maruthuvam)	1	ST

Essential Educational Qualification:

PG Degree MD (Siddha) in concerned subject in recognized under IMCC Act, 1970

Experience:

Five years teaching experience in the concerned subject or 5 years Research Experience in PB-III (Rs.15, 600 – 39,100) with GP Rs.6, 600/- with NPA

OR

10 Years of combined experience in teaching as Assistant Professor/Lecturer in the concerned subject or 10 years Research Experience in PB-III (Rs.15,600 –39,100) with GP Rs.6,600/- and GP of Rs.5,400/- respectively with NPA.

And

Minimum three research publications indexed in index medicus or National Journals.

Maximum Age limit: Not exceeding 50 year as on the date of closing date for receipt of application relaxable upto 5 years for candidates belonging to SC/ST and 3 years for OBC Community, in accordance with instruction of the Govt of India. (Age relaxation is applicable only for reserved posts)

Consolidated Pay: Rs.60,000/-p.m.

The posts shall be filled in accordance with the prescribed Recruitment Rules as mentioned above. In the event of non-availability of suitable candidates, recruitment shall be made strictly as per the eligibility criteria, (*Essential Qualification / Experience /Age*) amendments, guidelines, notifications, and directions issued by the National Commission for Indian System of Medicine (NCISM) from time to time. Candidates shall possess a valid NCISM Teacher Code or have qualified the National Teachers' Eligibility Test (NTET), wherever applicable, in accordance with the prevailing NCISM Regulations and the eligibility requirements prescribed for the respective posts as follows.

S. No.	Name of the Post	Essential Qualification (Concern/ Related Specialty or Allied Subject)
1.	Associate Professor (Udal Koorugal)	Maruthuvam, Varma Maruthuvam, Siddhar Yoga Maruthuvam
2.	Associate Professor - (Gunapadam Marunthiyal)	Gunapadam
3.	Associate Professor- (Noi Naadal Noi Mudhal Naadal)	Noi Naadal
4.	Associate Professor- (Sattam Saarntha Maruthuvamum Nanju Maruthuvamum)	Nanju Maruthuvam, Nanju Noolum Maruthuvam, Needhi Noolum
5.	Associate Professor (Maruthuvam)	Maruthuvam
6.	Associate Professor (Varmam, Puramaruthuvam and Sirappumaruthuvam)	Sirappu Maruthuvam, Varma Maruthuvam, Pura Maruthuvam, Siddhar Yoga Maruthuvam
7.	Associate Professor (Aruvai including Kan, Kathu, Mookku, Thondai, Pal and Thol Maruthuvam)	Sirappu Maruthuvam, Pura Maruthuvam
8.	Associate Professor (Sool and Magalir Maruthuvam)	Kuzhanthai Maruthuvam

9.	Associate Professor (Kuzhanthai Maruthuvam)	Kuzhanthai Maruthuvam
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The **Educational Qualifications and Experience** for the post of Associate Professor shall be strictly in accordance with the provisions of the National Commission for Indian System of Medicine (NCISM) Regulations, as amended from time to time, and any guidelines, notifications, or directions issued by the Commission. The eligibility criteria as per the direction received from NCISM to NIS is as follows:

Preference	Eligibility Criteria
First Preference	Candidates possessing a Postgraduate Degree (M.D./M.S. Siddha) in the concerned/same specialty with the prescribed teaching and/or research experience as stipulated under the applicable NCISM Regulations.
Second Preference	If suitable candidates are not available under the first preference, candidates possessing a Postgraduate Degree in the Related Specialty or Allied Subject shall be considered, strictly as specified in the NCISM Gazette Notification dated 24 September 2024, <i>The National Commission for Indian System of Medicine Notification</i> , Pages 211–212, provided they possess the prescribed teaching and/or research experience.
Third Preference	If suitable candidates are still not available under the above two categories, candidates possessing a Postgraduate Degree in any Siddha specialty with the prescribed teaching and/or research experience, as permitted under the applicable NCISM Regulations and guidelines, may be considered.

S.No.3) ASSISTANT PROFESSORS (Siddha) – 13 Posts

Sl. No.	Name of the Post	No. of Posts	Category
1	Assistant Professor (Udal Koorugal)	1	OBC
2	Assistant Professor (Udal Thathuvam)	1	UR
3	Assistant Professor (Gunapadam Marunthiyal)	1	EWS
4	Assistant Professor (Gunapadam Marunthakaviyal)	1	UR
5	Assistant Professor (Noi Naadal Noi Mudhal Naadal)	1	OBC
6	Assistant Professor (Sattam Saarntha Maruthuvamum Nanju Maruthuvamum)	1	UR
7	Assistant Professor (Maruthuvam)	1	ST
8	Assistant Professor (Varmam, Puramaruthuvam and Sirappumaruthuvam)	1	SC
9	Assistant Professor (Aruvai including Kan, Kathu, Mookku, Thondai, Pal and Thol Maruthuvam)	1	OBC
10	Assistant Professor (Sool and Magalir Maruthuvam)	1	UR
11	Assistant Professor (Kuzhanthai Maruthuvam)	1	UR
12	Assistant Professor (Varmam, Puramaruthuvam and Sirappumaruthuvam)	1	OBC
13	Assistant Professor (Pura Maruthuvam)	1	SC

Essential Educational Qualification:

PG Degree (MD-Siddha) in Concern subject under IMCC Act, 1970.

Desirable:

1. Publication and experience in Research
2. Working knowledge of Computers

Maximum Age limit: Not exceeding 40 year as on the date of closing date for receipt of application relaxable upto 5 years for candidates belonging to SC/ST and 3 years for OBC Community, in accordance with instruction of the Govt of India. (Age relaxation is applicable only for reserved posts)

Consolidated Pay: Rs.55,000/-per Month

The posts shall be filled in accordance with the prescribed Recruitment Rules as mentioned above. In the event of non-availability of suitable candidates, recruitment shall be made strictly as per the eligibility criteria, (*Essential Qualification / Experience /Age*) amendments, guidelines, notifications, and directions issued by the National Commission for Indian System of Medicine (NCISM) from time to time. Candidates shall possess a valid NCISM Teacher Code or have qualified the National Teachers' Eligibility Test (NTET), wherever applicable, in accordance with the prevailing NCISM Regulations and the eligibility requirements prescribed for the respective posts as follows.

S. No.	Name of the Post	Essential Qualification: (Concern/ Allied or related specialization)
1	Assistant Professor (Udal Koorugal)	Maruthuvam, Varma Maruthuvam, Siddhar Yoga Maruthuvam
2	Assistant Professor (Udal Thathuvam)	Noi Naadal, Maruthuvam, Siddhar Yoga Maruthuvam
3	Assistant Professor (Gunapadam Marunthiyal)	Gunapadam
4	Assistant Professor (Gunapadam Marunthakaviyal)	Gunapadam
5	Assistant Professor (Noi Naadal Noi Mudhal Naadal)	Noi Naadal
6	Assistant Professor (Sattam Saarntha Maruthuvamum Nanju Maruthuvamum)	Nanju Maruthuvam
7	Assistant Professor (Maruthuvam)	Maruthuvam
8	Assistant Professor (Varmam, Puramaruthuvam and Sirappumaruthuvam)	Sirappu Maruthuvam, Varma Maruthuvam, Pura Maruthuvam, Siddhar Yoga Maruthuvam
9	Assistant Professor (Aruvai including Kan, Kathu, Mookku, Thondai, Pal and Thol Maruthuvam)	Sirappu Maruthuvam, Pura Maruthuvam
10	Assistant Professor (Sool and Magalir Maruthuvam)	Kuzhanthai Maruthuvam
11	Assistant Professor (Kuzhanthai Maruthuvam)	Kuzhanthai Maruthuvam
12	Assistant Professor (Varmam, Puramaruthuvam and Sirappumaruthuvam)	Sirappu Maruthuvam, Varma Maruthuvam, Pura Maruthuvam, Siddhar Yoga Maruthuvam
13	Assistant Professor (Pura Maruthuvam)	Sirappu Maruthuvam, Varma Maruthuvam, Pura Maruthuvam, Siddhar Yoga Maruthuvam

S.No.4) ASSISTANT PROFESSORS (Non Siddha discipline) – 3 Posts

Sl. No.	Name of the Post	No. of Posts	Category
1	Assistant Professor (Botany / Pharmacognosy)	1	UR
2	Assistant Professor (Public Health)	1	UR
3	Assistant Professor (Pharmacology)	1	UR

Essential and Desirable Educational Qualifications

Post	Essential Qualification	Desirable Qualification
Assistant Professor (Botany / Pharmacognosy)	M.Sc. in Botany or Pharmacognosy from a recognized University/Institution.	Ph.D. in Botany or Pharmacognosy from a recognized University/Institution.
Assistant Professor (Public Health)	M.Sc. in Public Health from a recognized University/Institution.	Ph.D. in Public Health from a recognized University/Institution.
Assistant Professor (Pharmacology)	M.Sc. in Pharmacology from a recognized University/Institution.	Ph.D. in Pharmacology from a recognized University/Institution.

Experience: Atleast 3 years of experience in teaching / Research in the relevant field.

Maximum Age Limit: 55 years as on the last date of receipt of application.

Consolidated Pay: Rs.55,000/- per Month

The Posts will be filled up as per the eligibility criteria indicated in Recruitment Rules as mentioned above, failing which by adopting the "Essential Qualification / Experience /Age and other norms / Amendments issued by National Commission for Indian System of Medicine (NCISM) from time to time".

S.No. 5) Medical Officers – 2 Posts

Emergency Medical officer – 1 Post – EWS (on contract)

Medical Officer – 1 Post – EWS (on contract)

Essential Qualification: A Siddha Graduate (Bachelor of Siddha Medicine and Surgery)

Experience: 05 years of clinical or professional experience

Maximum Age: Not more than 59 years of age as on the last date of receipt of application.

Consolidated Pay: Rs.55, 000/- per Month

S.No. 6) Consultant (Medical Oncologist) (Full Time or Part Time) – 1 Post (On contract)

Officers retired/serving at the level of Associate Professor and above or Deputy Medical Superintendent and above from any Government or Private Hospital/Medical College in their respective sphere of specialization are eligible for the position of Consultant (Medical Oncologist). The period is extendable as per norms.

Age Limit:

Should not be more than 64 years of age as on the last date of receipt of application.

Remuneration:

A. If a retired Government Servant is engaged as Consultant:-

A fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount of remuneration so fixed shall remain unchanged for the term of contract. There will be no annual increment/ percentage increase during the contract period.

B. Other than retired Government Servant is engaged as Consultant:-

- a. For Full-Time Consultant (Medical Oncologist) - Rs. 75,000/- per month
- b. For Part-Time Consultant (Medical Oncologist)- Rs 3,000/- per day twice a week upto a maximum of Rs.24,000/- per month

S.No.7) Part Time Consultants (Specialist) Posts:

Sl. No.	Name of Post	No of vacancies	Eligibility Condition	Maximum Age limit	Pay
1	Surgical Specialist	1	M.S. (General Surgery)	Not more than 59 years as on the last date of receipt of application	Candidate has to quote the rate per hour in the Application Form, subject to the maximum ceiling of Rs.1000/- per day.
2	Traditional Bone Setter	1	M.D.(Siddha)- Sirappu Maruthuvam / B.S.M.S. with Traditional Background	Not more than 64 years as on the last date of receipt of application	Rs.1000/- for 4 Hours per day.

Terms and conditions for appointment on Contract :

1. The application form can be downloaded from our website <https://nischennai.org>.
2. The cost of application is Rs.500/-. The amount is to be paid by way of a DD drawn in favour of Director, National Institute of Siddha, payable at Chennai
3. **Candidates applying for more than one post should send separate applications with the separate demand draft for each post.**
4. The Application is to be sent by way of post/courier/by hand along with the DD towards the cost of application and self attested photocopies of the certificates/ testimonials of the applicant to the following address **on or before 18.09.2026 (5.00 p.m)** to

The Director, National Institute of Siddha, Tambaram Sanatorium, Chennai 600 047. Applications received after the above date and time will not be accepted.

5. SC/ST/Persons with disabilities are exempted from the payment of the application fee provided that they attach an attested copy of the community certificate / disability certificate, as is the case may be, from the Competent Authority along with the Application Form to claim for such exemption.

6. The application form should be neatly typed / handwritten in single side in A4 size paper providing all the details. The format of application form should be exactly as per the application format provided in the Institute's website.
7. Self-Attested Photocopies of valid **Proof** of Date of Birth, Category, Educational Qualifications, Experience etc., must be enclosed with the Application failing which the application will be summarily rejected.
8. All the candidates must satisfy the educational qualification and experiences on the last date fixed for receipt of application.
9. Applications incomplete in any respect will also be summarily rejected.
10. The details of all Research Publications should be clearly mentioned in a separate sheet of paper with proof. Please also attach copies of certificates of Conferences/ Seminars presentation; Workshops / CMEs/ ROTPs attended, Key Note / Lead Speeches delivered, Participation as Resource Person.
11. The Address for communication should be written / typed in CAPITAL LETTERS with PIN CODE, E-MAIL and MOBILE NO. etc.,
12. The application and the attached documents should be properly stitched / bound or tied with tags. They should not be brought as loose sheets. The Institute will not be responsible for loss of any documents / loose Sheets in case of unbound / improper applications.
13. Applications will not be accepted by way of e-mail. Enquiries over phone and e-mail regarding the status of the application will not be entertained in any case.
14. **All the Original Certificates should be produced for verification at the time of Personal interview.**
15. The appointed candidates **except Consultants & Part time Consultants** shall be entitled for leave as per CCS (Leave) rules.
16. The appointment of the candidates in this Institute will be on full time basis except Part time Consultants. Hence, the appointee shall not accept any other appointment, paid or otherwise and shall not engage himself/herself in private practice of any kind during the period of the contract.
17. **The appointment is purely on contractual basis.** However, the appointment can be terminated at any time by The Director, National Institute of Siddha without assigning any reasons thereof. The appointee shall give at-least one month's notice for discontinuation failing which he / she has to pay one month's salary to this Institute in lieu of the notice period. However, the decision of the Competent Authority will be final in this regard.
18. The appointee shall not be entitled to any benefits like PF, Pension, Gratuity, Medical Treatment, Seniority, Promotion etc or any other benefits as admissible to the regular Government servants of this Institute. Non Practicing Allowance is also not admissible to any of the appointees.
19. Only consolidated Salary will be admissible. No other allowances as applicable to the Central Government servants shall be admissible. **But this condition is not applicable in the case of Consultants engaged on full time basis.**

20. The appointee shall not have any claim or right for regular appointment in the Institute by virtue of this engagement of contractual basis.
21. The Competent Authority reserves the right not to fill any or all the posts without assigning any reasons thereof. The number of vacancies shown is only tentative.
22. No TA/DA is admissible for attending the **Personal interview**.
23. If any declaration or information furnished by the candidate proves to be false or if he/she is found to have willfully suppressed any material information, he/she will be liable to be removed from service and also such other action as the Competent Authority may deem fit.
24. The applicants working in other organisations should submit NOC (No objection certificate) from their present employer (College / Institute) along with the application. NOC is not applicable in case of applicants working in NIS. Their relieving from the post already held by them will be at the discretion of Director, NIS
25. The selected applicant should submit the relieving order from their present employer (College / Institute). Other documents required for submission to NCISM are also to be provided before joining duty at this Institute.
26. ***Applicants submitting incomplete applications and applications that are not supported by self-attested photocopies of certificates and testimonials will not be permitted to attend the personal interview.***
27. *The list of eligible candidates will be published in the website of this institute (<https://nischennai.org>). The applicants are advised to watch the website of this institute regularly.*
28. **The Personal Interview will be held in the last week of September 2026.**
29. **Canvassing in any manner will disqualify the candidate.**

APPLICATIONS ARE INVITED FOR THE FOLLOWING CONSULTANT POSTS

Project Consultant (Civil) - 1 Post

Project Consultant (Civil) – 1 post

I. Eligibility:

1. Persons retired from the post of AE/JE – CPWD rank or equivalent in the Government of India, State Governments, Attached & Subordinate offices, PSU's Autonomous Bodies of the Government of India are eligible for the position of Consultant.
2. Candidates should have excellent communication and an interpersonal skill, Knowledge of computer applications such as MS Word, MS Excel and Power Point etc. is essential.
3. Candidates should be well conversant with Central Secretariat functions like drafting, noting, budget, accounts, office procedures, etc.

Consultant-Senior Research Officer(Stat) – 1 post

Consultant-Senior Research Officer (Stat) – 1 post

Only retired Officers from the post of Section Officer/Under Secretary/Deputy Secretary/Doctors or equivalent in the Government of India, State Governments, Attached & Subordinate Offices, PSU's, Autonomous Bodies of Government of India, in their respective spheres of specialisation, are eligible to appear for the above posts.

Qualification:

- i) Post Graduate degree in Statistics from a recognized University
- ii) 15 years experience in the field of Statistics in Central/State/Quasi Govt. Institutions.

Desirable:

1. Ph.D in Statistics/Extensive experience in Research work
2. Knowledge in Tamil & English

II. Age:

1. Should not be more than 64 years of age on the last date of receipt of application.
2. The contract shall not be extended beyond 05 years after superannuation.

III. Remuneration:

1. For the retired government employees who are engaged as consultants; a fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount of remuneration so fixed shall remain unchanged for the term of contract. There will be no annual increment/percentage increase during the contract period.
2. For persons retired under the New Pension Scheme (NPS), a consolidated remuneration of Rs. 50,000/- per month, with no separate transport allowance will be paid.

3. No Dearness Allowance shall be allowed during the term of contract for retired government employees.
4. A fixed amount as Transport Allowance shall be paid to the consultants who are retired government employees. The entitlement of Transport Allowance will be as per DOE's OM No. 21/5/2017 – E-II (B) dated 07.07.2014. However, No Dearness Allowance shall be allowed. The amount of transport allowance for the appointee shall be as follows:
 - i. Appointee drawing pay in Level – 8 at the time of retirement will draw a transport allowance of Rs.3, 600/-.
 - ii. Appointee drawing pay in Level - 9 and above at the time of retirement will draw a transport allowance of Rs.7, 200/-.
5. Retired government employees who are engaged as consultants shall not be entitled to any allowance such as HRA, residential accommodation, CGHS, Medical reimbursement etc.

IV. Engagement :

1. The term of engagement shall ordinarily be for an initial period not exceeding one year which is extendable by another one year. Beyond two years after the age of superannuation where adequate justification exists, the term may be extended based on a review of the task and the performance of the contract appointee, provided it shall not extend beyond five years after superannuation. For consultants engaged midway through any financial year, their initial period of engagement will be till 31st March of that financial year.
2. The engagement of Consultant will be purely on contract basis based on the guidelines in Ministry of Ayush vide F.No. A-41020/4/2020-E-II dated 01.04.2026 and will not confer any right for regular appointment in the Ministry/Organization.

V. Duties and Responsibilities of Consultant (Civil):

1. The Preliminary Estimates (PE) submitted by CPWD shall be scrutinized in detail by the respective Consultant (Civil).
2. The scrutinized estimates, along with technical remarks and recommendations, shall be submitted to the Director for approval and for placing before the IFC for its recommendations.
3. Based on the directions of the IFC, necessary follow-up action shall be initiated and monitored by the Consultant.
4. The Consultant shall supervise and monitor all maintenance, repair, renovation, and construction works executed through CPWD.
5. A proper register of works and inventory of materials related to civil/electrical works shall be maintained and updated periodically.
6. All correspondence relating to CPWD matters shall be processed and routed through the Consultant with due record maintenance.

7. To identify and propose new works, including renovation and upgradation works, as required.
8. To initiate and process tendering procedures, wherever applicable, including among PSUs as per Government norms.
9. To prepare the bid documents in accordance with prevailing rules and guidelines.
10. To ensure compliance with all statutory norms and regulatory requirements.
11. To coordinate and follow up with statutory authorities, including ASI wherever required, for obtaining necessary approvals/clearances.
12. The Consultant shall coordinate with CPWD officials and the Project Construction Cell of Ministry of Ayush for timely execution and compliance of works.

Leave:

Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service. The leaves are allowed from April to March of the following year i.e. during contract year. Accumulation beyond financial year will not be allowed.

VI. Working Hours:

1. The Consultant shall be required to observe the normal office timing and may also be called upon to attend the office on Saturday, Sunday or any holiday in case of urgency (No extra remuneration shall be paid)
2. They shall mark their attendance in AEBAS mandatorily, failing which it may result in deduction of remuneration

VII. Tax Deduction at Source:

The Income Tax or any other tax will be deducted at source as per Government instructions. Necessary TDS Certificate will be issued to them.

VIII. Confidentiality of data and documents:

1. The Consultant will maintain absolute confidentiality and secrecy of the information handled by him. The secrecy and confidentiality are to be maintained even after the termination of the engagement.
2. The intellectual Property Rights (IPR) of the data collected as well as deliverables by the Consultant produced for the Department/organization shall remain with the Department /organization.
3. No Consultant shall utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of this assignment or during the course of assignment for the Department/organization, without the express written consent of the Department/organization.
4. The Consultant shall be bound to hand-over the entire set of records of assignment to the Department before the expiry of the contract, and before the final payment is released by the Department/organization.

5. The Consultant will be required to sign a non-disclosure undertaking as per Annexure

IX. Conflict of interest:

1. The Consultant appointed by the Institute, shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of the Department/organization nor will he indulge in any activity outside the terms of employment/contractual assignment.
2. The Consultant shall not claim any benefit/compensation/absorption/regularization of service with this Ministry under the provision of Industrial Disputes Act, 1947 or Contract Labour (Regulation and Abolition) Act, 1970.

X. Termination of Agreement:

1. The Ministry retains the right to terminate the contract at any time without giving any notice and also without assigning any reason. Some of the situations under which the Ministry may terminate the contract are:
 - i. The Consultant is unable to address the assigned work.
 - ii. Quality of the assigned work is not to the satisfaction of the Officer/Department
 - iii. The Consultant is found lacking in honesty and integrity.

XI. Relaxation:

Any relaxation of regulating the engagement of retired central government employees will be required to be referred to Department of Expenditure.

XII. Police Verification:

The retired Government servants will be considered for post-retirement engagement only on receipt of vigilance clearance/ vigilance inputs, subject to the conditions laid out by Central Vigilance Commission's (CVC) Circular No. 07/05/21 dated. 03.06.2021.

XIII. Interpretation Clause:

The power to interpret any guidelines or power to settle any of the disputes arising out of these guidelines shall lie with Secretary (Ayush) whose decision shall be final and binding on the Consultants. Further, any condition not explicitly covered under these guidelines shall be put up to Secretary (Ayush) for decision which shall be final and binding on the Consultant.

Terms and conditions for the post of Consultants:

1. The application form can be downloaded from our website <https://nischennai.org>.
2. The cost of application is Rs.500/-. The amount is to be paid by way of a DD drawn in favour of Director, National Institute of Siddha, payable at Chennai
3. **Candidates applying for more than one post should send separate applications with the separate demand draft for each post.**

4. The Application is to be sent by way of post/courier/by hand along with the DD towards the cost of application and self attested photocopies of the certificates/ testimonials of the applicant to the following address **on or before 18.09.2026 (5.00 p.m)** to
The Director, National Institute of Siddha, Tambaram Sanatorium, Chennai 600 047. Applications received after the above date and time will not be accepted
5. SC/ST/Persons with disabilities are exempted from the payment of the application fee provided that they attach an attested copy of the community certificate / disability certificate, as is the case may be, from the Competent Authority along with the Application Form to claim for such exemption.
6. The application form should be neatly typed / handwritten in single side in A4 size paper providing all the details. The format of application form should be exactly as per the application format provided in the Institute's website.
7. Self-Attested Photocopies of valid **Proof** of Date of Birth, Category, Educational Qualifications, Experience etc., must be enclosed with the Application failing which the application will be summarily rejected.
8. All the candidates must satisfy the educational qualification and experiences on the last date fixed for receipt of application.
9. Applications incomplete in any respect will also be summarily rejected.
10. The Address for communication should be written / typed in CAPITAL LETTERS with PIN CODE, E-MAIL and MOBILE NO. etc.,
11. The application and the attached documents should be properly stitched / bound or tied with tags. They should not be brought as loose sheets. The Institute will not be responsible for loss of any documents / loose Sheets in case of unbound / improper applications.
12. Applications will not be accepted by way of e-mail. Enquiries over phone and e-mail regarding the status of the application will not be entertained in any case.
13. **All the Original Certificates should be produced for verification at the time of Personal Interview.**
14. The appointment in this Institute will be on a full-time basis. The appointee shall not accept any other appointment, paid or otherwise, or engage in private practice during the contract period.
15. **The appointment is purely on contractual basis.** However, the appointment can be terminated at any time by The Director, National Institute of Siddha without assigning any reasons thereof. The appointee shall give at-least one month's notice for discontinuation failing which he / she has to pay one month's salary to this Institute in lieu of the notice period. However, the decision of the Competent Authority will be final in this regard.
16. The appointee shall not be entitled to any benefits like PF, Pension, Gratuity, Medical Treatment, Seniority, Promotion etc or any other benefits as admissible to the regular Government servants of this Institute.

17. Only consolidated Salary will be admissible. No other allowances as applicable to the Central Government servants shall be admissible.
18. The appointee shall not have any claim or right for regular appointment in the Institute by virtue of this engagement of contractual basis.
19. The Competent Authority reserves the right not to fill any or all the posts without assigning any reasons thereof. The number of vacancies shown is only tentative.
20. No TA/DA is admissible for attending the **personal interview**.
21. If any declaration or information furnished by the candidate proves to be false or if he/she is found to have wilfully suppressed any material information, he/she will be liable to be removed from service and also such other action as the Competent Authority may deem fit.
- 22. Applicants submitting incomplete applications and applications that are not supported by self-attested photocopies of certificates and testimonials will not be permitted to attend the personal interview.**
23. The list of eligible candidates will be published in the website of this institute (<https://nischennai.org>). The applicants are advised to watch the website of this institute regularly.
24. The appointee must observe the Institute's office timings (9:00 AM to 5.30 PM). He/she may also be required to work on Saturdays, Sundays, or holidays at the discretion of the Competent Authority.
25. **Canvassing in any manner will disqualify the candidate.**

-Sd/-

DIRECTOR