OFFICE OF THE CHIEF AUDITOR
MUNICIPAL CORPORATION OF DELHI
27th Floor, Dr. S.P.M.Civic Centre,Minto Road, New Delhi-110002
Ph.No.-23227706, 23227712, Email: sao.mcd@gmail.com

No. MCA/Admn/PCA/3-178/Vol-IV/252 **Dated** 11/11/26

Subject: Engagement of Consultants on contract basis against the vacant post of Sr. Audit Officer/Audit Officer and Assistant Audit Officer.

The office of the Chief Auditor, Municipal Corporation of Delhi invites applications from willing retired/retiring officers of this office for engagement Consultants on contract basis against the vacant posts of Sr. Audit Officer/Audit Officer and Asstt. Audit Officer. Officers from finance and Accounts Department of the Municipal Corporation of Delhi; office of the C&AG of India and its subordinate offices and from other Departments/Organizations of Govt of India may also apply. The maximum period of engagement will be five years or up to 65 years of age whichever is earlier. The period of engagement will initially be for six months which may be extended upto maximum of five years, six months at a one go, based on the functional requirement from time to time and as per the terms and conditions of engagement of Consultant on contractual basis given in the Annexure enclosed to this circular.

In this connection, earlier, applications were invited by 20.11.2026 vide letter No. MCA/Admn/PCA/3-178/Vol-IV/240 dated 02.11.2026 which now have been extended latest by 01.12.2026.The willing retired officers from the above organizations may submit their applications in the enclosed pro-forma alongwith the copy of PPO at the above mentioned address along with two recent photographs latest by 01.12.2026. The applications may also be forwarded through e-mail at sao.mcd@gmail.com.

Application received after expiry of the above date will not be entertained.

(TEG SINGH)
IA&AS
Municipal Chief Auditor
TEG SINGH
I.A. & A.S.
Municipal Chief Auditor
Municipal Corporation of Delhi

Copy to:

1. Notice Board Of The Office Of The Chief Auditor At 27th Floor, Dr.Spm. Civic Centre
2. Addl.Commissioner (F&G), Municipal Corporation Of Delhi
3. Statutory Audit Department Portal
4. Office Of The DG/PD Of Audit (Infrastructure), New Delhi

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5. Office Of The DG/PD Of Audit, Railway-Commercial, New Delhi
6. Office Of The DG/PD Of Audit, Railway, New Delhi
7. Office Of The DG/PD Of Audit, Finance & Communication, Delhi
8. Office Of The DG/PD Of Audit, Navy, New Delhi
9. Office Of The DG/PD Of Audit (Air Force), New Delhi
10. Office Of The DG/PD Of Audit (Defence Services), Delhi Cantt, New Delhi
11. Office Of The DG/PD Of Audit (Defence Services), New Delhi
12. Office Of The DGA/PDA, Central Expenditure (Agriculture, Food And Water Resources), New Delhi At New Delhi (Branch Office)
13. Office Of The DGA/PDA, Central Expenditure (Agriculture, Food And Water Resources), New Delhi
14. Office Of The DG/PD Of Audit (Energy), New Delhi
15. Office Of The DG/PD Of Audit (Industry & Corporate Affairs), New Delhi
16. Office Of The PAG/AG (Audit), Delhi
17. Office Of The DGA/PDA, Central Expenditure (Environment & Scientific Departments), New Delhi
18. Office Of The DG/PD Of Audit (Central Receipt), New Delhi
19. Office Of The DG/PD Of Audit (Central Expenditure), New Delhi

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ANNEXURE - I

TERMS & CONDITIONS FOR ENGAGEMENT AS CONSULTANT ON CONTRACT BASIS

1. The engagement of Consultant would be on full time basis and he would not be permitted to take up any other assignment during the period of his engagement as Consultant with the Office of the Chief Auditor, Municipal Corporation of Delhi.
2. The headquarters will be at Civic Centre, New Delhi. The consultant may be posted in any of the zonal office of the Municipal Chief Auditor and will perform such work as may be assigned to him from time to time.
3. Period of engagement will be initially for six months from the date of joining which may, at the discretion of Municipal Chief Auditor be extended upto 5 years, six months at one go, provided it shall not be extended beyond 65 years of the age. The period of six months engagement may also be curtailed by the Municipal Chief Auditor at his/her discretion.
4. The appointment is of a temporary nature and the appointment can be cancelled at any time without assigning any reason thereof.
5. The Consultant will be entitled to 1.5 days paid leave for each completed month of service. Accumulation of leave beyond a calendar year may not be allowed.
6. The Consultant will not be entitled to any allowance/perquisite such as HRA, CCA, LTC, Residential accommodation, medical facility etc.
7. The Consultant will be required to maintain office time, decorum, discipline as expected of a regular employee.
8. The TDS will be deducted as per the prevalent rules and necessary TDS certificate will be issued.
9. This office shall not be liable for any loss, damage, theft, burglary or robbery of any personal belongings/equipment or vehicles of the person so engaged as Consultant on contract basis.
10. The Consultant shall not claim any benefit/compensation/absorption/regularisation of service with this office under the provision of the Industrial Disputes Act, 1947 or Contract Labour (Regulation & Abolition) Act, 1970.
11. The Consultant so engaged may be called on Saturdays, Sundays and any other holidays, if required and shall not be entitled to any compensatory leave in lieu thereof.
12. During the period of assignment, it is likely that the Consultant may come across certain information of importance or secret nature. The Consultant would, therefore, be subject to the provisions of the Indian Official Secrets Act, 1923, not only during the period of his assignment but also thereafter. More importantly, Consultant will not divulge any information gathered by him during the period of his assignment to anyone unless authorised by the Competent Authority to do so.
13. The age of the retiree should not exceed 62 years at the time of last day of the receipt of the application for engagement as Consultant.
14. The consultant will be engaged on the remuneration of Last Pay drawn minus basic Pension and Transport Allowance for journey from residence to office and back equal to the serving officer/officers of same/equivalent rank, on which the officer concerned retired.

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Bio-data of retired officer/candidate to be attached with the Application with two Passport size Photographs, for engagement as consultant on contract basis against the vacant posts of Sr. Audit Officer/Audit Officer and Asstt. Audit Officer in the Office of the Chief Auditor, Municipal Corporation of Delhi

1.	Name of the retired officer	Affix photograph here
2.	Date of birth	
3.	Residential Address with Mobile Tel. Nos.	
4.	Name of the regular post held at the time of retirement	
5.	Department/office from which retired and post held at the time of retirement.	
6.	Date of initial appointment in Govt. Service.	
7.	Date of retirement from Govt. Service.	
8.	Details of service rendered from the date of joining Govt. service till the date of retirement from Govt. service	
9.	Academic qualifications.	
10.	Professional or/any other qualifications.	
11.	Any other achievement in service career which the candidate wants to mention in the bio-data.	
12.	General health conditions of the Applicant/ candidate.	
13	Area of experience	

Signature of the Candidate

Date:-

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