OFFICE OF THE CHIEF ELECTORAL OFFICER
Villianur Main Road, Lawsthottam, Reddiarpalayam, Puducherry-605 010
Phone: (0413) 2292204, 2292205 Fax: (0413) 2292206
Web: http://ceopuducherry.py.gov.in Email: ceo_pondicherry@eci.gov.in

No.E.133/1/2026-Consultant (IT) /1529 Puducherry, dt. 2 NOV 2026

NOTIFICATION

Sub:- Elections – Engagement of Consultant (IT) on Contract Basis from retired Government Officials – Applications – Called for.

- o0o -

The Election Department, Puducherry intends to engage one official retired from Government of Puducherry in grade of Programmer as Consultant (IT) on Contract Basis initially for a period of six months on full-time basis in the O/o. the Chief Electoral Officer, Elections Department, Puducherry. The Qualification and other conditions required are as follows.

2. **ELIGIBILITY CONDITION**: Retired person from the post of 'Programmer' with sound knowledge in Election Commission of India's IT apps / portals viz., ECINET, ERONET, ENCORE etc., and experience in handling training sessions in the said portals for a minimum period of three years.

3. UPPER AGE LIMIT: Upto 65 years as on 15.11.2026 (Last date for submission of application).

4. REMUNERATION: A fixed monthly remuneration shall be admissible, calculated as [Last Basic Pay Drawn minus Basic Pension] in terms of Finance Department, Puducherry ID Note No. 46324/FD/F3/2026 dated 27.08.2026. No DA shall be allowed during the contract period.

5. TERMS & CONDITIONS:

i. The engagement of Consultant (IT) will be purely on contractual basis and the Elections Department, Puducherry reserves the right to terminate the same at any time without assigning any reason.

ii. The period of engagement of Consultant would be initially for a period of 6 months.

iii. The period of engagement of Consultant may be extended further depending on assessment of performance & requirement of work. Discretion of the Competent Authority shall be binding and final to this effect. In case the Consultant seeks termination of the contract before the expiry of period of engagement, he/she can do so by giving prior notice of 30 days' to the Elections Department, Puducherry.

iv. The Elections Department, Puducherry reserves the right to terminate the engagement of Consultant by giving 30 days notice or payment of one month's remuneration in lieu thereof.

v. The Consultant will be eligible for 01 day leave in a complete calendar month. Pro-rata deduction shall be made from the consolidated remuneration for any absence beyond the permissible leave.

vi. During the period of engagement with the Elections Department, Puducherry, the Consultant shall not divulge any information that he/she may have come across during the period of his/her engagement in the ELECTIONS DEPARTMENT, PUDUCHERRY to anyone who is not authorized to have the same.
vii. The Consultant shall, in no case, work for or represent in court or before any other legal authority, tribunal etc. or give opinion/advice to any person other than the Elections Department, Puducherry on any matter during the period of his/her engagement with the Elections Department, Puducherry.
viii. The Consultant shall maintain absolute integrity, devotion to duty, confidentiality and secrecy of information handled by him/her. The secrecy and confidentiality shall be maintained even after the termination of the contract.
ix. The Consultant shall be expected to follow the general conduct rules and regulations laid down by the Government of India from time to time. In case the services of the contractual employee are not found satisfactory or found in conflict with the interest of the organization where he/she is engaged, his/her duties are liable to be terminated/discontinued without assigning any reason thereof.
x. The Consultant shall endeavour to observe normal office timings and may also be called upon to attend the office on Saturday, Sunday or any other holiday in case of requirement/exigencies. In case of leave or any exigency, the contractual personnel shall notify the Elections Department, Puducherry promptly.
xi. Non-disclosure of information/Data: The Consultant shall not disclose any information/data that may be supplied to or come to his knowledge during the period of his engagement with Elections Department, Puducherry to any unauthorized person(s). All the documents, information, data, records, emails etc. will be the property of the Elections Department, Puducherry. Appropriate action will be taken against such person for sharing of any information/data unauthorized

The Consultant shall not take anycommercial advantage of having contractual relationship with the PEA using the name, emblem or official seal of PEA.

6. HOW TO APPLY

i. The Willing and Eligible retired Government Officials shall submit the duly filled application form as prescribed in (Annexure-I) with recent photograph to the Deputy Chief Electoral Officer, Elections Department, Lawsthottam, Reddiyarpalayam, Puducherry - 605010 superscribing on the envelope "APPLICATION FOR THE POST OF CONSULTANT (IT)" so as to reach this Department on or before 15.11.2026 by 05:00 P.M. (i.e. Last date for submission of application).

ii. A scanned copy of application along with all requisite documents such as document in support of Date of Birth, Valid Identity proof of the candidate issued by Government and certificates regarding Educational/Professional Qualification, Experience Certificate etc. must be sent (in pdf format only) through e-mail at jtceo_pondicherry@eci.gov.in on or before last date i.e. 15.11.2026. Enclose your document in support of Date Of Birth, a valid ID proof (Aadhaar/PAN card), Pension Payment Order Copy.

iii. Application in other than prescribed Annexure-I/incomplete application not received on or before closing date will be rejected without any intimation to candidate concerned.

iv. No fee is required to be paid by the candidates/applicants.

7. SCOPE OF WORK

Should monitor the operation of the CEO logins of Election Commission of India's IT apps / portals viz., ECINET, ERONET, ENCORE etc., and to handling training sessions in the said portals to the EROs / ROs and other electoral officials.

8. SELECTION PROCEDURE

The engagement shall be purely on contractual basis. Applications in response to this advertisement shall be shortlisted by the Consultancy Evaluation Committee of the Elections Department, Puducherry. The decision of the Committee shall be final and binding.

9. MANDATORY EXPERIENCE REQUIREMENT:

Having experience of handling IT applications of the Election Commission of India for minimum three years.

10. The selection procedure, remuneration and other terms and conditions of the engagement shall be in accordance with the Memo.No.46324/FD/F3/2026 dated 27.08.2026 of the Finance Department, Puducherry. The Consultant shall also execute an Agreement in the prescribed form at the time of joining. The appointment of consultant is purely temporary (non-official) nature for specific assignment and the engagement will be cancelled at any time without assigning any reasons thereof. Preference will be given to those having experience in Legal matters.

Encl.: As stated

ELECTIONS DEPARTMENT ★ PUDUCHERRY ★ सत्यमेव जयते

2/11/2026

(B. THILLAIVEL)
UNDER SECRETARY (ELECTIONS)

ANNEXURE- I

APPLICATION FORM FOR ENGAGEMENT OF RETIRED GOVERNMENT OFFICIALS OF PUDUCHERRY AS CONSULTANT (IT) ON CONTRACT BASIS

LAST DATE TO APPLY: 15.11.2026

1. Candidate's Name : Recent Passport size photograph
2. Father's Name: :
3. Date of birth :
4. Age as on 15.11.2026 : _____Years
5. Address for Communication :
6. Mobile Number & Email ID :
7. Date of Joining in Government Service :
8. Date of retirement and the post in which retired :
9. Name of the Department/Organization from which retired :
10. Last Pay drawn (7 CPC) (Copy of PPO to be enclosed) :
11. Educational Qualification :
12. Details of knowledge in Computer :
13. Brief Particulars of Experience with Nature of duties performed (Starting from last appointment)

Sl. No.	Name of the Ministry/Department	Period		Post held	Nature of work
		From	To		

14. Additional information if any, in support of the suitability of the post:

DECLARATION

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I further declare that I was clear from Vigilance angle at the time of retirement. I understand and agree that in the event of any information being false/incorrect/incomplete or ineligibility being detected at any time before or after the selection, my candidature is liable to be rejected. All terms and conditions of engagement as mentioned in the notice are acceptable to me.

Place: Signature of the Applicant
Date:

i. Kindly enclose the following supporting documents.
ii. Document in support of Date of Birth.
iii. Valid Identity proof of the candidate issued by Government (Aadhaar/PAN Card)
iv. Copy of PPO
v. Any other relevant documents in support of the candidature