

**ADVERTISEMENT FOR EMPANELMENT OF RETIRED OFFICIALS AS CONSULTANTS  
ON VIGILANCE MATTERS**

Andhra Pradesh Grameena Vikas Bank, a leading Regional Rural Bank with headquarters in Warangal having geographical presence in five districts of Telangana (Warangal, Khammam, Medak, Mahabubnagar and Nalgonda) and three districts of Andhra Pradesh (Visakhapatnam, Vizianagaram and Srikakulam), invites applications from eligible retired officials of PSBs, for **EMPANELMENT OF CONSULTANT ON VIGILANCE MATTERS**. Please read this advertisement carefully and ensure the eligibility before sending the application.

**2. ELIGIBILITY CRITERIA AND OTHER TERMS & CONDITIONS:** All the eligibility criteria (Qualification, Age, Experience etc.) for empanelment of Consultants shall be computed as on 01.07.2016 (inclusive).

- a) **AGE :** Not more than 65 years
- b) **QUALIFICATION :** Graduate / Post Graduation
- c) **EXPERIENCE :** He/She should have worked in the capacity of not less than Assistant General Manager prior to retirement in any Public Sector Bank and dealt with vigilance and disciplinary matters for a period of not less than 3 years.

3. Candidates should go through the detailed advertisement by clicking the Advertisement available under the title "Empanelment of Retired officials as Consultant on Vigilance Matters" in our website [www.apgvbank.in](http://www.apgvbank.in) under "**Careers**" page.

4. Candidates will have to download the "Application Form" from the website and fill in all the required details in the "Application Form".

5. Hard copies of Duly filled in "Application Form" along with self-attested copies of the below mentioned requisite documents.

- i) Document evidencing date of birth such as Birth Certificate or School leaving Certificate/ SSC/HSC Certificate.
- ii) Final Degree Certificate &/Consolidated mark sheet in respect of passing graduation, post-graduation degree & Professional Course.
- iii) Work Experience Certificates from their employers clearly stating the period and nature of Employment/ duties.

**6. IMPORTANT DATES** - Last Date for receiving Soft copy of the Duly-filled in "Application Form" at [gmhr@apgvbank.in](mailto:gmhr@apgvbank.in) by email is 01.07.2016. Last Date for Receiving Hard copy of the Duly-filled in "Application Form" along with requisite Documents at the prescribed address by Registered Post. 07.07.2016.

7. Application should be sent only by Registered post in a closed envelope super-scribed "APPLICATION FOR EMPANELMENT OF CONSULTANTS ON VIGILANCE MATTERS", to reach the prescribed address on or before 07.07.2016.

**The Chairman  
Andhra Pradesh Grameena Vikas Bank  
#2-5-8/1, Ramnagar, Hanamkonda  
Warangal  
T.S. 506 001**

**8. EMPANELMENT PERIOD:** The period of empanelment shall be initially for a period of three years subject to an annual review by the Chairman of our Bank.

**9. GENERAL INSTRUCTIONS:**

- i. Incomplete applications / Applications without supporting documents will be rejected outright.
- ii. Empanelment will be subject to produce of originals as well as self-attested photocopies of documents in support of their eligibility such as age, educational qualification, experience or any other required certificate, if called for interview.
- iii. Candidates who do not satisfy the eligibility criteria and who do not produce (for any reason) the originals as well as attested photocopies of all documents required to be submitted as advised in this notification and Interview call letter, whomsoever, shall not be permitted to attend the Interview, even though they might have obtained the desired level of qualification, experience etc., and have been called for Interview.
- iv. Decision of the Bank in all matters regarding eligibility of the candidate for empanelment, the stages at which such scrutiny of eligibility is to be undertaken, the documents to be produced for the purpose of the conduct of interview, selection and any other matter relating to empanelment will be final and binding on the candidate. Further, the Bank reserves right to stall / cancel the process partially / fully at any stage during the empanelment process at its discretion, which will be final and binding on the candidate.
- v. The Bank, may at its discretion, add/change the selection methodology. Bank reserves the right to reject any or all applications without assigning any reason/s thereto.
- vi. Canvassing in any form will be treated as disqualification.
- vii. Bank reserves the right to shortlist requisite number of candidates based on the qualification of the candidate, experience and suitability of the candidates, as decided by the Bank and only those shortlisted candidates will be called for Interview or by any other process as decided by the Bank.
- viii. Empanelled consultant shall once empanelled will not share any information/document/record with any outsider of the bank or any persons of the APGV Bank, who is otherwise not privy to such information/document/record and in case of violation, the consultant shall be liable for loss/damage incurred by the bank on account of such breach of condition.

**10. CONSULTANT FEE STRUCTURE:** A fixed monthly retainer fee of Rs. 20,000/- will be paid. In addition to the retainer fee, following professional and incidental charges shall be paid.

<b>Opinion on Vigilance, Disciplinary matters Consultations &amp; Draftings</b>	Rs. 1500/- + 10% clerkage (Consultation, Drafting & Opinion)
<b>CONVEYANCE</b>	In case of travel to APGVB HEAD OFFICE, WARANGAL from the place of residence, if necessary, eligible TA/HA at the rate applicable to the serving officers of equivalent rank at the time of retirement, shall be paid.

**Note:**

**The empanelment is for a specific period as stated above, and as such should not be construed as an offer of employment or a regular employment in the Bank.**

**Apart from the retainer fee & other charges mentioned above, the empanelled consultant is not entitled to any other Perquisites/Facilities.**

**APPLICATION FORM FOR EMPANELMENT OF RETIRED OFFICIALS  
OF NATIONALISED BANKS**

The Chairman  
Andhra Pradesh Grameena Vikas Bank  
#2-5-8/1, Ramnagar, Hanamkonda  
Warangal  
T.S. 506 001

Dear Sir,

I hereby offer my willingness to be empanelled as CONSULTANT ON VIGILANCE & DISCIPLINARY MATTERS in APGV Bank and also furnish my bio-data for your consideration:

S No	Particulars	Details		
1	Name of the applicant			
2	Address of the applicant			
3	Landline No.			
4	Mobile no.			
5	E-mail address			
6	Date of Birth			
7	Qualifications			
8	Date of Appointment in the Bank			
9	Date of Superannuation/Retirement			
10	Scale/Designation at the time of Retirement			
11	Banking Experience	From	To	Nature of assignment
12	Whether any minor/major penalty proceedings were initiated against the official during the employment (Yes/No)			
13	Whether you were subject to any investigation by any external agency and if yes, details thereof.			
14	Any major illness, if any			

**15. Certificate/s:**

- a) I have carefully perused the detailed advertisement hosted on APGV Bank and fully understood its contents. I confirm that the details / information furnished above are / is true and correct to the best of my knowledge. In case, any details furnished above are found incorrect later on, the Bank has right to terminate the assignment given, without giving any notice.
- b) I also hereby declare that if I am empanelled by the bank as Consultant, I will carry out the assignment entrusted to me in the best interest of the Bank.
- c) I shall comply with the rules, procedures and direction of the appropriate authority given to me with regards to the assignment.
- d) I shall maintain strict secrecy in relation to the information/documents/records received by me in connection with the vigilance and disciplinary matters and utilise the same only for the purposed of enquiry in the case entrusted to me.

Signature: \_\_\_\_\_