

BUREAU OF INDIAN STANDARDS
(HRD Department)

Our Ref: HRD/CONST/STND/24

23rd April 2024

Subject: Selection for the post of **Consultant (Standardization Activities)** on contract basis in BIS

Name: Santosh Kumar Singh
Application No.: CONST2312690695
Email: sks2801@yahoo.com
Mobile: 9031000694


Madam/Sir,

We are pleased to inform you that on the basis of application received and subsequent selection process held at BIS, you have been selected for the position of **Consultant (Standardization Activities)** on contract basis in BIS.

2. You are required to sign and submit the acceptance of Terms & Conditions (enclosed as Annexure - I) not later than **26 April 2024**.
3. Your engagement is subject to the acceptance of Terms and Conditions enclosed as Annexure I.
4. You are required to report for duties at **9.00 AM on 01 May 2024 at BIS HQ-HRD Deptt., Manak Bhavan, 9, B.S. Zafar Marg, New Delhi - 110002**, failing which it would be considered that you are not interested in this offer.
5. You are also requested to bring the following documents at the time of joining failing which you shall not be allowed to join:
 - a) This offer letter;
 - b) Identity Proof vis Aadhaar Card/ Pan Card original and one self-attested of the identity proof;
 - c) Two passport size photographs (same as attached in the online application); and
 - d) **All Original Certificates of Educational Qualification prescribed in the advertisement** such as 10th/equivalent, 12th, Graduation degree, post-graduation marks sheet and post-graduation professional qualification degree etc. along with a self-attested copy of each certificate
 - e) Documents validating the work experience and relieving order from previous employer
 - f) One set of self-attested photocopy of the documents mentioned above.
 - g) A medical fitness certificate from an authorized/registered Medical Practitioner
6. No reimbursement in respect journey and for accommodation/hotel charges shall be made by the Bureau.
7. **Please note that your joining is subject to the fulfilment of eligibility conditions and verification of the same through applicable documents relating to all qualifications.**

Thanking you,

Encl: As above.


Head (HRD)