

ESSO - NATIONAL CENTRE FOR POLAR AND OCEAN RESEARCH

Date: 22.12.2023

Notice

With reference to Advt. No. NCPOR/16/2022 the written examination for the post of Assistant Manager (Procurement & Stores) will be held on 23rd **January 2024 (Tuesday) at NCPOR Campus, Goa.**

2. The specimen of call letter alongwith scheme for written examination and the list of screened in candidates is annexed at Annexure A.
3. All candidates are advised to go through the instructions contained in the Call letter for written examination before appearing for the examination.

Sd/-
Head (Administration)

ई एस एस ओ - राष्ट्रीय ध्रुवीय एवं समुद्री अनुसंधान केन्द्र
ESSO - NATIONAL CENTRE FOR POLAR AND OCEAN RESEARCH
पृथ्वी विज्ञान मंत्रालय के अधीन स्वायत्तशासी संस्थान, भारत सरकार
(An Autonomous Society under the Ministry of Earth Sciences)
हेड्लैण्ड सडा, वास्को-द-गा मा, गोवा -४०३८०४
Headland Sada, Vasco-da-Gama – Goa – 403 804

No. No. HRA-11020(11)/3/2022-ADMIN-NCPOR

Date: 22.12.2023

CALL LETTER FOR WRITTEN EXAMINATION

Subject: Recruitment to the post of Assistant Manager (Procurement & Stores) against Advt. No. NCPOR/16/2022.

Name: }
Reg. No. } (As per Annexure-A)

The detailed scheme of the written examination and time table is give below:

Date & Day	Reporting time	Venue	Paper	Marks
23 rd January, 2024 (Tuesday)	0830 hrs.	NCPOR Campus, Goa	(i) Objective; and (ii) Descriptive	(i) 100 marks (ii) 25 marks

- Candidates must report well in time at the Venue of the examination not later than 08:30 AM on the examination date. (Location detailed enclosed)
- Candidate must be present for verification of documents with original clear photo ID document i.e. Aadhaar card, Passport, PAN card, Voter ID or Vehicle License (any one) and one recent passport size photograph.
- No request for change in the date and venue of the written examination will be entertained.
- Use of Blue/Black Ball Point Pen only is permitted.
- Calculators, Mobile phones, digital watches or any other electronic device are strictly NOT permitted in the Test Hall.
- No travel fare/travelling expenses including boarding/lodging, etc will be reimbursed in connection with the written examination.
- Please note that the candidature of all the applicants is purely provisional in nature and is subject to thorough verification of the credentials such as qualification, experience, age, category etc. The terms of NCPOR advertisement no. NCPOR/16/2022 shall continue to be binding on all candidates.
- Candidates working in Government/Public Sector Undertakings/ Autonomous bodies should produce the requisite original 'No Objection Certificate' from their employer at the time of written examination, failing which such candidates will not be allowed to appear in the written examination.
- Please bring this letter with you at the time of written examination.

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11. Final appointment shall be subject to satisfactory verification of all original documents with respect to qualification criteria, age, experience etc. as per the advertisement. All the Certificates in Original (along with one set of self-attested copies) in support of date of birth, qualification certificates from SSC/10th class onwards (marksheets & passing certificates), experience certificates indicating the start date and end date of each post with grade pay, relieving order or discharge certificate from the present employer, if any and other details which have been reflected in the original application are required to be brought at the time of written examination.

12. Final selection will be made on the basis of scores/marks obtained in the written test only. Candidates scoring highest marks in the written examination shall be ranked and selected for the appointment.

13. Director, NCPOR can cancel, postpone, etc. the written examination or recruitment process without assigning any reason thereof. Director NCPOR can cancel the candidature of a candidate at any time of the recruitment process if it is noted that any information given by her/him or any claim made by him/her in their application form is found to be false/ inaccurate/fabricated.

Sd/-
Head (Administration)

NOTICE
SCHEME FOR WRITTEN EXAMINATION

Date:22.12.2023

With reference to Advt. No. NCPOR/16/2022, the scheme for written examination for the post of Assistant Manager (Procurement & Stores) for the screened in candidates is detailed below:

Objective and Descriptive type written examination.

1. There will be 100 objective questions as detailed below and each objective question shall carry 1 positive marks for correct answer and 0.33 negative mark for wrong answer.
2. There will be two descriptive questions, one essay and one letter writing, carrying 25 marks.
3. Candidates appearing for examination to the above post will have to answer the paper in the time limit of 02 hrs.
4. The examination will have 100 objective type +02 descriptive Questions as follows:

Mode of Examination	Scheme of Examination (for all post codes)	Questions	Marks	Time duration
Written (Bilingual- Hindi & English)	a) General Awareness (Objective type)	25	25	02 hrs.
	b) Reasoning and Mathematics (Objective type)	25	25	
	c) Subject Specialisation: Central government procurement procedures, familiar with GFR procurement provisions. Inventory/ Material Management. GeM Purchase, tendering, Office Procedure & Rules, etc.	50	50	
	d) <u>Descriptive</u> (i) Essay	01	12.5	
	(ii) letter writing	01	12.5	
	Total marks:		125	

5. The total marks shall be 125 (objective will be 100 marks & descriptive will be 25 marks).
6. Final selection will be made on the basis of scores/marks obtained in the written test only. Candidates scoring highest marks in the written examination shall be ranked and selected for the appointment.

Note: In case of candidates scoring equal marks, the highest marks scored in the 'subject specialisation' (sl. No. c of exam scheme) part will be considered for ranking purpose. However, the candidate has to score **a minimum of 50% marks overall in the written examination and minimum 45% marks in part (c) alone to qualify for ranking.**

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Headland Sada, Vasco-da-Gama – Goa – 403 804

List of screened- in candidates for the post of Assistant Manager (P&S)
(Advt. No. NCPOR/16/2022)

Sr No	Reg No	Name
1	1000017	Dheeraj
2	1000021	Ashish Mishra
3	1000023	Sudhir Kumar
4	1000039	Diptesh Kumar Sharma
5	1000050	Sudip Paul
6	1000057	Madhukar Gentyala
7	1000060	Ashish Singh Shakya
8	1000066	Pawan Kumar Pattnayak
9	1000094	Rana Yogeshkumar Khemchandbhai
10	1000098	Gaurav Kumar
11	10000104	Khushbu Rai
12	10000106	Jitendra Kumar Deshmukh
13	10000112	MD Danish
14	10000113	Kiran CS
15	10000114	Sujith V
16	10000116	Ankita Sunil Oulkar
17	10000123	Siddharth Digambar Powar
18	10000149	Deepak Singh Gulia
19	10000152	Nikhil Gopinath Gurav
20	10000178	Nitla Nagesh
21	10000191	Parul Yadav
22	10000192	Narendra Singh Dasila
23	10000201	Naik Chetan Alias Soma Chandrakant
24	10000207	Sandeep Kalpnath Yadav
25	10000211	Fernandes Glorita Savia
26	10000212	Priyanka Shirke
27	10000215	Mukul Nakra
28	10000220	B Rajesh
29	10000222	Gawade Laxmikant Lawoo
30	10000224	Vishesh Kumar Gupta
31	10000225	Dadafeer Gaunse
32	10000239	Rajendra Kumar
33	10000245	Rajh Kumar CS
34	10000285	Vipin V
35	10000295	Ravinder Singh

Contd.....2/-

Sr No	Reg No	Name
36	10000313	Neeraj Singh
37	10000317	Mhadgut Bala Laxman
38	10000322	Shirke Siddhesh Dilip