

Tele : 23072314

PC to No.18(1)/2026/TSO/DP(A&C)

Govt of India, Ministry of Defence
Deptt of Defence Production
Dte of Planning & Coordination
Room No. 501 'C' Block
Defence Office Complex
K G Marg, New Delhi – 110011

10 Sep 2026

To

As per distribution list given at page 4 of this vacancy circular

Sub: **Appointment of Technical Staff Officer (General) in the Dte of Planning and Coordination, Department of Defence Production, Ministry of Defence On deputation basis**

I am directed to state that 01 (one) post of Technical Staff Officer (G) (In pay level-11 as per the 7th CPC) has fallen vacant in the Directorate of Planning and Coordination (Dte of P&C), Department of Defence Production, Ministry of Defence.

2. **Job specification for the post of Technical Staff Officer(General)**

- (a) Collection, study and analysis of information relating to Capital Acquisitions by Service Headquarters.
- (b) Carry out technical assessment of the qualitative requirement, AON of proposals forwarded by the Service Headquarters for categorization and render advice on the proposals to the Department for formulation of comments by the DDP.
- (c) Processing capital acquisition proposals coming up for consideration before Categorization Committees, Defence Production Board, Defence Acquisition Council in coordination with various wings in DDP, MoD and Service HQs/HQ IDS.
- (d) Important/Key Policy issues relating to Defence Production, Parliamentary matters and SCoD.
- (e) Represent DDP in Feasibility Studies/IPMT for the 'Make" Projects to promote indigenization.

3. **Desirable factors:-**

The officer applying for ibid post should preferably be familiar with policy/procedural matters in the field of defence production, 'Make-in-India' in defence Sector and Defence Acquisition Procedure (DAP).

4. **Mode:-** Transfer on Deputation

Eligibility as per Recruitment rules and Establishment norms: -

(i) Suitable officer of All India Services or officers holding analogous posts in Central Civil Services / IOFS and other Central Govt Offices.

(ii) For Service Officers - Serving Service Officers holding the substantive rank of Maj/ Lt Cdr/ Sqn Ldr in Indian Army/Navy/Air Force respectively.

5. **Terms of Deputation:**

(a) **The period of deputation shall not ordinarily exceed four (4) years**, which may be extended in public interest as per rules on the subject. The deputation tenure, in any case, will not exceed 07 years. For computing the total period of deputation, the period of deputation, including the period of deputation in any other ex-cadre post, held immediately preceding this appointment shall also be taken into account.

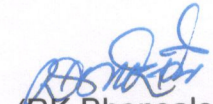
(b) The pay of the officer selected on deputation will be regulated as per existing government orders/instructions. Service Officers on deputation shall continue to draw their pay and allowances from respective CDAs in the case of selection.

(c) The officer applying for the above deputation post must have a residual service of 05 years with effect from the date of issue of this vacancy circular.

6. **How to Apply**

Application as per the attached Proforma duly recommended by the concerned administrative authorities and ACR Dossier/ authenticated copies of last 5 years ACRs/APARs of eligible/willing officer(s) who can be spared in the event of their selection for the full tenure may be forwarded so as to reach **Dy Dir (Adm & Coord), Directorate of Planning & Coordination, Ministry of Defence, 5th Floor, Room No. 501, Block-C, Defence Office Complex, KG Marg, New Delhi-110001** within 45 days of the date of issue of this circular. **The candidates who apply for the post will not be allowed to withdraw their candidature subsequently and undertaking be furnished accordingly.**

7. The application should be forwarded as per attached proforma only. Record of service in respect of service officer can be submitted wherever considered desirable.
8. The administrative authority should render a certificate to the effect that the particulars furnished by the Officer(s) are correct and no disciplinary/vigilance case is pending/contemplated against the Officer(s).
9. All addressees are requested to give wide publicity to this circular. **Service HQrs as well as DoO(C&S) are also requested to upload/advertise the above vacancy circular on their respective websites. The same is also being uploaded by this Dte on the website of Department of Defence Production, Ministry of Defence www.ddpmod.gov.in under the hyperlink 'Vacancy & Circular' with the heading "Vacancy circular for the post of TSO(G) in Dte of Plg & Coord, DDP".**


(RK Bhonsale)
Jt Dir (Adm & Coord)

Distribution List:

1. IHQ of MoD (Army)
MS Branch/MS-3B
South Block, New Delhi
Room No. 216
2. Wg Cdr PO-1(Dep Int)
Room No-328(C)
Air HQ, Vayu Bhawan
3. NHQ/DOP, 'C' Wing
Sena Bhawan, New Delhi- 11
Room No. 227
4. Director G, DoO(C&S)
K G Marg, 6th Floor
New Delhi-110001
5. HQ IDS
Kashmir House
New Delhi-110011
6. All Ministries/Deptt of Govt of India (**Through DDP's website**)
7. DRDO (Dir/Personnel),
Room No. 218
DRDO Bhawan
8. DGQA/Adm-4, 'C' Block
Africa Avenue
New Delhi - 23
9. Cadre Controlling Authority: -
 - (i) Under Secretary, CS-I
Division, DoPT, 2nd Floor
Loknayak Bhawan
New Delhi - 110003
 - (ii) Dir (E), 'B' Wing
Room No. 318
Sena Bhawan
 - (ii) P-1, JS(Trg) & CAO,
'A' Block, Africa Avenue
New Delhi-110023
10. Deputy Secretary (Admin)
DoP&T, Kartavya Bhawan - 3
New Delhi-110001
11. DPIT Division – With a request to upload vacancy circular of TSO(G) in the DDP website.

BIO-DATA PROFORMA

(Application for the post of TSO (G) in the Dte of P&C, DDP, MoD)

1. Name & address in Block letters :
2. Date of Birth (in Christian era) :
3. Date of retirement under :
Central/State Govt Rules
4. Educational Qualifications :
5. Whether Education and other :
Qualification required for the post
are satisfied (if any qualifications
have been treated as equivalent
to the prescribed in the rules, state the
authority for the same).

Qualifications/experience required

Qualification/experience
Possessed by the Officer

Essential: (a)
(b)
(c)

Desirable (a)
(b)

6. Brief description of experience relevant :
To the post (maximum in 100 words)

7. Please state clearly whether in the :
light of entries made by you above,
you meet the requirements of the post.

8. Details of employment, in chronological order. Enclose a separate sheet, duly
authenticated by your signature, if the space below is insufficient:

Office/Institution/ Organisation	Post Held	From	To	Scale of Pay and basic pay	Nature of duties
(a)	(b)	(c)	(d)	(e)	(f)

9. Nature of present employment :
i.e. Ad-hoc or Temporary or
Quasi-permanent or Permanent.
10. In case the present employment is :
held on deputation/contract basis,
please state.
(a) The date of initial appointment
(b) Period of appointment on deputation/contract
(c) Name of the parent office/organization
to which you belong.
11. Additional Details about Present employment.
Please state whether working under:
(a) Central Government
(b) State Government
(c) Autonomous organization
(d) Government Undertaking
(e) University
12. Are you in revised scale of pay? If yes,
give the date from which the revision took place
and also indicate the pre-revised pay drawn:
13. Total emoluments per month now drawn:
14. Additional information, if any, which you would
like to mention in support of your suitability for
the post. Enclose a separate sheet, if the space
is insufficient.
15. Whether belong to SC/ST:
16. Remarks.

Signature of the Candidate

Address -----

Mo.No-----

E Mail ID-----

Dated: -----

INTEGRITY CERTIFICATE & DECLARATION REGARDING PENALTY

1. This is to certify that the integrity of Mr/Ms/Maj/Lt Cdr/Sqn Ldr _____ is beyond doubt.
2. That the officer has not been imposed penalty of any kind for delinquencies relating to his/her service in the last ten years.

Or

The officer has been imposed a penalty **(nature of penalty)** for **(nature of delinquency)** during **(period)**.

(COMPETENT AUTHORITY)