

Ministry of Chemicals & Fertilizers  
Department of Pharmaceuticals  
(PSU DIVISION)

Subject:- Filling up the post of Managing Director, Bengal Chemicals & Pharmaceuticals Limited (BCPL) on deputation basis through Search-cum-Selection Committee (SCSC).

|                      |                                                   |
|----------------------|---------------------------------------------------|
| NAME OF THE CPSE     | BENGAL CHEMICALS & PHARMACEUTICALS LIMITED (BCPL) |
| NAME OF THE POST     | MANAGING DIRECTOR                                 |
| DATE OF VACANCY      | 01.01.2017                                        |
| SCHEDULE OF THE CPSE | SCHEDULE - 'C'                                    |
| SCALE OF THE POST    | Rs.65,000 - 75,000                                |

**I. COMPANY PROFILE**

Bengal Chemicals & Pharmaceuticals Works Ltd. was established on April 12, 1901, with an objective of making available quality medicines at affordable prices, by eminent scientist & entrepreneur Acharya Prafulla Chandra Ray which is the first Chemical & Pharmaceuticals Company in India. From humble beginning with one factory at Maniktala (Kolkata) in 1905, three more factories were established – one at Panihati (North 24 Parganas, West Bengal) in 1920, one in Mumbai in 1938 and one in Kanpur in 1949 with its Registered Office at 6, Ganesh Chunder Avenue, Kolkata Bengal Chemicals & Pharmaceuticals Works Ltd. was taken over by the Government of India in 1977 and incorporated in 27<sup>th</sup> March 1981 by the name "Bengal Chemicals & Pharmaceuticals Ltd." as a Union Government Company. It is a Schedule "C" CPSE with the Administrative jurisdiction of Department of Pharmaceuticals, Ministry of Chemicals & Fertilizers with 100% shareholding by the Government of India. The Company is engaged in production of Pharmaceuticals, Chemicals & Home Products. The company employed 167 regular employees (Executives-49, Nonexecutives-118) as on 31.01.2020.

The Authorized Share Capital of the Company is Rs.8000 Lakh and Paid-up Capital is Rs.7696 Lakh.

**II. JOB DESCRIPTION AND RESPONSIBILITIES**

The Managing Director is the Chief of the Organization and accountable to its Board of Directors and Government/Shareholders. He is responsible for the efficient functioning of the Organization for achieving its corporate objectives and performance parameters.

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### III. ELIGIBILITY

#### 1. AGE : On the date of occurrence of vacancy (DOV)

| Age of superannuation 60 years |                                                                                          |         |                                                                                          |
|--------------------------------|------------------------------------------------------------------------------------------|---------|------------------------------------------------------------------------------------------|
| Internal                       |                                                                                          | Others  |                                                                                          |
| Minimum                        | Maximum                                                                                  | Minimum | Maximum                                                                                  |
| 40                             | 2 years of residual service as on the date of vacancy w.r.t. the dated of superannuation | 40      | 3 years of residual service as on the date of vacancy w.r.t. the dated of superannuation |

#### 2. EMPLOYMENT STATUS:

The applicant must, on the date of application, as well as on the date of interview, be employed in a regular capacity-and not in a contractual/ad-hoc capacity –in one of the followings:-

- (a) Central Public Sector Enterprise (CPSE) (including a full –time functional Director in the Board of a CPSE)
- (b) Central Government including the Armed Forces of the Union and All India Services:
- (c) State Public Sector Enterprise (SPSE) where the annual turnover is \*Rs 500 crore or more;
- (d) Private Sector in company where the annual turnover is \*Rs 500 crore or more;

(\* The average audited annual turnover of three financial years preceding the calendar year in which the post is advertised shall be considered for applying the approved limits)

#### 3. QUALIFICATION:

The applicant should be a graduate with good academic record from a recognized University/Institution.

Applicants holding Technical /MBA/PGDM qualification will have added advantage.

#### 4. EXPERIENCE:

The applicant should possess adequate experience at a senior level of management in an organization of repute.

Experience in Finance/Marketing/Production will have added advantage

Experience in the field of Pharmaceutical Industry is desirable

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## 5. PAY SCALE/RANK/LEVEL:

### (a) Central Public Sector Enterprises:

#### Eligible Scale of Pay

- (i) Rs. 6250-7475 (IDA) Pre 01/01/1992
- (ii) Rs. 8520-10050 (IDA) Post 01/01/1992
- (iii) Rs. 18500-23900 (IDA) Post 01/01/1997
- (iv) Rs. 43200-66000 (IDA) Post 01/01/2007
- (v) Rs. 100000-260000 (IDA) Post 01.01.2017
- (vi) Rs. 14300-18300(CDA) Pre-revised
- (vii) Rs. 37400-67000 + GP 8700 (CDA)
- (viii) Rs. 123100-215900 (Level 13 CDA)

The minimum length of service required in the eligible scale will be one year for internal candidates, and two years for others as on the date of vacancy.

**(b) (i) Applicants from Central Govt. / All India Services** should be holding a post of the level of Director in Govt. of India or carrying equivalent scale of pay on the date of application.

**(ii) Applicants from the Armed forces of the Union** should be holding a post of the level of Brigadier in the Army or equivalent rank in Navy/Air Force on the date of application.

**(c) Applicants from State Public Sector Enterprises/Private Sector** should be working at Board level position on the date of application.

## 6. CONDITION OF IMMEDIATE ABSORPTION FOR CENTRAL GOVERNMENT OFFICERS

Central Government Officers, including those of the Armed Forces of the Union and the All India Services, will be eligible for consideration on deputation basis in exemption from the rule of immediate absorption.

## IV. DURATION OF APPOINTMENT

The appointment shall be for a period of five years from the date of joining or upto the date of superannuation or until further orders, whichever is earlier.

## V. SUBMISSION OF APPLICATIONS

All applicants should send their applications as per the format.

1. The applicants should submit their applications through proper channel as follows:

(a) Government Officers, including those of the Armed Forces of the Union and All India Services:

Through Cadre Controlling authority:

(b) CMDs/MDs/Functional Directors in CPSE through the concerned Administrative Ministry

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- (c) Below Board level in CPSEs through the concerned CPSE.
  - (d) CMDs/MDs/Functional Directors in State PSE: through the concerned Administrative Secretary and Cadre Controlling Authority if any, of the State Government
  - (e) Private Sector: directly to the Deptt. of Pharmaceuticals, Ministry of Chemicals & Fertilizers Shastri Bhawan, New Delhi
2. Applicants from Private Sector must submit the following documents along with the application form:
- (a) Annual Reports of the Company in which currently working for the 3 financial years preceding the calendar year in which the post is advertised (please provide URL or attach/enclose copies):
  - (b) Whether the company is listed or not if yes the documentary proof (please provide URL or attach/enclose copies):
  - (c) Evidence of working at Board level
  - (d) Self-attested copies of documents in support of age and calcifications
  - (e) Relevant Jobs handled in the past with details

#### **VI. UNDERTAKING BY THE APPLICANT**

An applicant has to give an undertaking as a part of the application that he/she will join the post, if selected. If an applicant does not give such undertaking the application would be rejected.

1. For candidates from Central Government/Armed Forces of the Union All India Services
  - (a) The appointment is on deputation basis.
  - (b) If a candidate conveys his/her unwillingness to join after the interview is held. He/she would be debarred for a period of two years from the date of interview for being considered for a Board level post in any CPSE.
  - (c) Further, if a candidate conveys his/her unwillingness to join after the issue of offer of appointment he/she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE.
2. For candidates from CPSE
  - (a) If a candidate conveys his/her unwillingness to join after the interview is held he/she would be debarred for a period of two years from the date of interview for being considered for a Board level post in any CPSE other than the one to which the candidate belongs.
  - (b) Further, if a candidate conveys his/her unwillingness to join after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE other than the one to which the candidate belongs.
3. For candidates from SPSE/Private Sector
  - (a) If a candidate conveys his/her unwillingness to join after the interview is held he/she would be debarred for a period of two years from the date of interview for being considered for a Board level post in any CPSE.

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- (b) Further, if a candidate conveys his/her unwillingness to join after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE.

#### VII. THE APPLICANTS CAN

Fill up the Application Form online against the job description on the website of Department of Pharmaceuticals <http://pharmaceuticals.gov.in/what's new/>, take a print and send it offline, as specified in para V (1)

Last time/date of receipt of complete application duly forwarded to Department of Pharmaceuticals, Ministry of Chemicals & Fertilizers, Shastri Bhawan New Delhi is by **1500 hours** on **8<sup>th</sup> May, 2020**. No application shall be entertained under any circumstances after the stipulated time/date. Incomplete applications and applications received after the stipulated time/date shall be REJECTED.

Search-cum-Selection Committee (SCSC) reserves the right to shortlist applicants for interview.

**Application Form** : The Application format prescribed by PESB is enclosed.

Applications are to be addressed to :

Under Secretary (PSU),  
(Ms. Uma Magesh),  
Room No.: 516, Vth Floor,  
Deptt. Of Pharmaceuticals,  
M/o Chemicals & Fertilizers,  
Udyog Bhawan, New Delhi.  
Ph.: 011-23063104, 011-23061517

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**APPLICATION FORM FOR CANDIDATES FROM CENTRAL PUBLIC SECTOR ENTERPRISES (CPSE)/CENTRAL GOVERNMENT (INCLUDING ARMED FORCES OF THE UNION/ALL INDIA SERVICES)/STATE PUBLIC SECTOR ENTERPRISES (SPSE)/PRIVATE SECTOR**

(Through Proper Channel, except candidates from the Private Sector)

Please refer to the Job Description for the post and the Guidelines for processing cases of Board level appointments in Central Public Sector Enterprises

1. Name of the post applied for \_\_\_\_\_

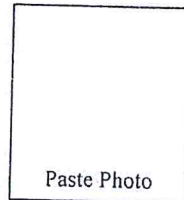
2. (a) Applicant's Name (as per official records Mr./Mrs./Ms.) \_\_\_\_\_

(b) Designation of the Applicant (in full) \_\_\_\_\_

(c) Name of the company \_\_\_\_\_

(d) Category as per Employment Status :-  
(Please tick as applicable)

Officer of a CPSE/Central Government/Armed Forces of the Union/All India Services/SPSE/Private Sector



(e) Office Address: \_\_\_\_\_

(f) Address for communication \_\_\_\_\_

3. Telephone No: Office \_\_\_\_\_ Residence \_\_\_\_\_ Mobile No. \_\_\_\_\_

E-Mail id \_\_\_\_\_

4. Date of Birth (DD/MM/YY) \_\_\_\_\_ Age as on date of vacancy (Years/Months/Days) \_\_\_\_\_

**5 (i) Educational/Professional Qualifications:**

| Sl. No. | Qualification* | Name of Institution | Period of Study |    | Tick the relevant |           |                | Tick the relevant |         |             | Self Declaration Whether meets the eligibility qualification requirement |           |       |
|---------|----------------|---------------------|-----------------|----|-------------------|-----------|----------------|-------------------|---------|-------------|--------------------------------------------------------------------------|-----------|-------|
| 1       | 2              | 3                   | 4               |    | 5                 |           |                | 6                 |         |             | 7                                                                        |           |       |
|         |                |                     | From            | To | Part time         | Full time | Correspondence | Degree            | Diploma | Certificate | Mandatory                                                                | Desirable | Other |
|         |                |                     |                 |    |                   |           |                |                   |         |             |                                                                          |           |       |

\* Should be exactly as per Degree/ Certificate issued by the university.

**(ii) Positions held during the last ten years, from the date of uploading the vacancy circular.**

| Sl. No. | Complete Designation & Place of posting * | Name of the Organization | Pay scale** | Period |    | Reporting to Designation* | Self Declaration Whether meets the mandatory experience requirement |    | If yes, nature of duties in support of the declaration |
|---------|-------------------------------------------|--------------------------|-------------|--------|----|---------------------------|---------------------------------------------------------------------|----|--------------------------------------------------------|
| 1       | 2                                         | 3                        | 4           | 5      |    | 6                         | 7                                                                   |    | 8                                                      |
|         |                                           |                          |             | From   | To |                           | Yes                                                                 | No |                                                        |
|         |                                           |                          |             |        |    |                           |                                                                     |    |                                                        |

\* Should be exactly as per specific office order issued by the CPSE/Ministry/SPSE/Employer.

\*\* Private Sector-CTC/remuneration/emoluments drawn.

NB : The positions should be indicated in order of the most recent assignments.

Note: 1. Please attach a write-up, not exceeding 400 words, in support of your candidature, for reference at the time of interview.  
2. Full form of all abbreviations used while making entries in the application form should be suitably explained i.e. in footnotes or a separate attachment.



a) Do you hold lien in any organisation other than where currently working?

|     |    |
|-----|----|
| Yes | No |
|-----|----|

If yes:

- a) Name of the organisation in which the lien is held :  
b) Date from which the lien is held :

(b) Are you on deputation?

|     |    |
|-----|----|
| Yes | No |
|-----|----|

If yes :

- a) Name of parent organisation :  
b) Date from which on deputation :

7. (a) Whether any penalty/punishment was awarded to the applicant during the last 10 years.

|     |    |
|-----|----|
| Yes | No |
|-----|----|

If yes, the details thereof

- i) Civil / Criminal  
ii) Departmental Inquiry

(b) Whether any civil or criminal action or inquiry is going on against the applicant as far as his / her knowledge goes

|     |    |
|-----|----|
| Yes | No |
|-----|----|

If yes, the details thereof

- i) Civil / Criminal  
ii) Departmental Inquiry

I certify that the details furnished by me in Columns 1 to 7 wherever applicable are true to the best of my knowledge & belief.

(Name & Signature of the Applicant)

### STATE PUBLIC SECTOR ENTERPRISES

8. Year wise Audited Annual Turnover of the Company for 3 financial years preceding the calendar year in which the post has been advertised(e.g: 2013-14, 2014-15 and 2015-16 for a post advertised in the calendar year 2017).

| Year | Company in which candidate is/was serving | Annual Turnover of the Company & F.Y. |
|------|-------------------------------------------|---------------------------------------|
|      |                                           |                                       |

I certify that the details furnished by me in Columns 1 to 8 wherever applicable are true to the best of my knowledge.

(Name & Signature of the Applicant)

**PRIVATE SECTOR**

8. Year wise Audited Annual Turnover of the Company for 3 financial years preceding the calendar year in which the post has been advertised (e.g: 2013-14, 2014-15 and 2015-16 for a post advertised in calendar year 2017).

| Year | Company in which candidate is/was serving | Annual Turnover of the Company & F.Y. |
|------|-------------------------------------------|---------------------------------------|
|      |                                           |                                       |

(i) the annual report for the last 3 years

(a) may be accessed over \_\_\_\_ (please provide URL), or

(b) enclosed

(ii) I certify that I am

(a) Working at Board level ☐ Yes ☐ No position

(b) Working at least a post of the level immediately below Board level.

☐ Yes ☐ No

(iii) Whether the company is listed ☐ Yes ☐ No if yes;

Proof of listing may be accessed over \_\_\_\_ (please provide URL)

(iv) Self certified copies for proof of age and educational qualifications (enclosed)

(v) The relevant jobs handled in the past with details/particular references

I certify that the details furnished by me in Columns 1 to 8 wherever applicable are true to the best of my knowledge & belief.

(Name & Signature of the Applicant)

**Declaration**

I ..... Son/Daughter of ..... hereby certify that I have not been disqualified to act as a Director under Section 164 or any other relevant sections of the Indian Companies Act, 2013.

(Name & Signature of the Applicant)



UNDERTAKINGS (as applicable)For candidates from Central Government/Armed Forces of the Union/All India Services

The appointment is on deputation basis. I hereby undertake to join the post, if selected. I understand that:

- (a) if I convey my unwillingness to join after the interview is held, I would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.
- (b) further, if I convey my unwillingness to join after the issue of offer of appointment I would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE.

(Name and Signature of the applicant)

Date:

For candidates from CPSE

I hereby undertake to join the post, if selected. I understand that:

- (a) if I convey my unwillingness to join after the interview is held, I would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE other than the one to which I belong.
- (b) further, if I convey my unwillingness to join after the issue of offer of appointment I would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE other than the one to which I belong.

(Name and Signature of the applicant)

Date:

For candidates from SPSE/Private Sector

I hereby undertake to join the post, if selected. I understand that:

- (a) if I convey my unwillingness to join after the interview is held, I would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.
- (b) further, if I convey my unwillingness to join after the issue of offer of appointment I would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE.

(Name and Signature of the applicant)

Date:

Verification

(To be filled in by the designated officer for CPSE/Central Government/Armed Forces of the Union/All India Services/SPSE)

It is certified that the particulars furnished above have been scrutinized and found to be correct as per official records.

Signature & Designation of the  
Competent Authority  
with Telephone No. & e-mail address

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Write-Up :

A : Achievements during the career so far (2000 characters) :

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B : Vision for the post applied for (2000 characters):