


फा .सं. A-54011/03/2017Estt-Admn/ (एनपीपीए)
Government of India/ भारत सरकार
Ministry of Chemicals & Fertilizers/ रसायन एवं उर्वरक मंत्रालय
Department of Pharmaceuticals/ औषध विभाग
National Pharmaceutical Pricing Authority
राष्ट्रीय औषध मूल्य निर्धारण प्राधिकरण

3rd & 5th Floor
तीसरी एवं पांचवी मंजिल
YMCA Cultural Centre Building
वाई.एम.सी.ए .सांस्कृतिक केन्द्र बिल्डिंग
1, Jai Singh Road ,New Delhi -110001
1, जय सिंह रोड, नई दिल्ली 110001-
Date: 27.05.2019

Subject: Hiring of Seven (07) Senior/ Principal Associates in NPPA on Contract basis.

National Pharmaceutical Pricing Authority (NPPA), under the Department of Pharmaceuticals, proposes to engage Seven (07) Senior/ Principal Associates at various levels on **contract basis**. Detailed terms and conditions, qualifications for engagement and format of the application are available on NPPA's website www.nppaindia.nic.in. Interested candidates may send in closed envelope their application in the prescribed format, along with self certified supporting documents, **within twenty one (21) days** from the date of publication of this circular in the newspapers to Director (Admn), National Pharmaceutical Pricing Authority, 5th Floor, YMCA Cultural Centre Building, 1, Jai Singh Road, New Delhi – 110001.


(Rajesh K. Agrawal)
Director (Admn)
Tel. 011-23345177

TERMS AND CONDITIONS FOR HIRING OF SERVICES OF ASSOCIATES IN NPPA

- 1) Candidates shall be hired purely on contractual basis for a given piece of work initially for a period of one year from the date of their joining. The term can be curtailed/ extended depending on the requirement of NPPA and performance of the candidate.
- 2) No candidate over 64 years of age as on 30.06.2019 shall be considered for hiring as Associate.
- 3) Eligibility conditions of Associates are given in **Annexure-A**. Format of application is at **Annexure-B**. Final selection would be made by a Selection Committee to be set up by NPPA.
- 4) Consolidated fee shall be paid to Associates as per details given below. In respect of retired Government officials, total emoluments paid, i.e, pension + proposed emoluments shall not exceed last pay drawn, subject to overall ceilings as mentioned against each:

Sl. No.	Name of the post	Tentative Number of posts	Consolidated fee / ceiling amount per month [excluding tax deductible at source (Rs)]
1	Senior Finance / Cost Associate	3	Rs. 50000/-
2	Principal Legal Associate	1	Rs. 50000/-
3	Senior Associate (Sectt.)	1	Rs. 40000/-
4.	Senior Pharma Associate	2	Rs.30,000/-

- 5) The contract can be terminated by either party by giving one month's notice to the other party. However, NPPA reserves the right to terminate the contract or discontinue the services of associate(s) without giving any notice and without assigning any reasons.
- 6) The Associates shall perform the duties assigned to them. NPPA reserves the right to assign any other duty as and when required. No extra/ additional payment will be admissible in case of such assignment.
- 7) Associates shall be eligible for leave in proportion of 8 days leave during the period of one year, besides the Gazetted holidays. However, unavailed leave shall not be carried forward, in case of extension of period of hiring beyond one year.
- 8) 'No work no pay' will be applicable during the period of contract, if more than prescribed leave are taken.
- 9) Basic support like office space, furniture, stationery, computer, access to Internet, etc, wherever required, will be provided by the NPPA so that assigned duties may be handled smoothly.
- 10) Since this is the purely temporary assignment of contact basis, the Associate shall not be entitled to any other benefit, like Provident Fund, Pension, Insurance, Gratuity, Medical

Treatment, claim for regular appointment, increment, seniority, promotion etc. or any other benefits available to a Government Servant appointed on regular basis.

11) NPPA will not be responsible, if there is any mishappening/ untowards incident, etc. inside or outside NPPA.

12) The Associate will not be granted any claim or right or preference for regular appointment to any post in NPPA or any other Government set up.

13) The associates will have to attend the NPPA office as per office hours. They may be required to come early or sit late or attend office on weekends/ holidays as and when required for which no additional payment will be made.

14) The associate cannot accept/ engage himself/ herself in any other part-time job/ profession of whatsoever kind during the contractual period.

15) The Associate shall not be entitled to any travelling allowance, etc. for joining the work or for attending the interview.

16) Selected candidates will be required to join within the prescribed period as and when communicated by NPPA.

17) If any declaration given or information furnished by candidate proves to be false or if he/ she is found to have willfully suppressed any material information, he/ she shall not be considered. If such things are discovered after engaging, he/ she shall be liable for removal from such engagement forthwith. In addition, NPPA may take action against him/ her as deemed appropriate.

18) The contract will be subject to physical fitness and the candidate is required to submit a certificate from a registered medical practitioner to this effect at the time of joining.

19) Incomplete applications or applications without self-attested copies of certificates of qualifications, age, ID and address proof, etc. are liable to be rejected.



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**ELIGIBILITY FOR ENGAGEMENT AS SENIOR / PRINCIPAL ASSOCIATES IN
NPPA ON CONTRACT BASIS**

1. SENIOR FINANCE / COST ASSOCIATE – 03 NO.

Qualification:

- i. Intermediate Cost Accountants or Chartered Accountant.
- ii. Minimum 3 yrs experience of handling cost/ finance / accounts related work.
- iii. Excellent knowledge and experience of working on computer software packages, including MS Word, MS Excel, and MS PowerPoint.

Job Description :

- i. Handling DPCO/ DPEA /overcharging cases and other related work assigned in NPPA.
 - ii. Any other work which may be assigned by NPPA
- 2. PRINCIPAL LEGAL ASSOCIATE – 01 NO.**

Qualification:

- i. LLB / LLM degree from a recognized university.
- ii. Retired Government officer or retired or working employee from PSU/ Autonomous Bodies of State/ Central Government having above qualifications.
- iii. Minimum 7 years working experience in dealing with legal matters preferably of Government, court cases of economic Ministries and Regulatory agencies, preparation of rejoinders, affidavit, appeal petition etc (in High Court/ Supreme Court) specially in Pharmaceuticals and healthcare sector.
- iv. Knowledge of and experience in dealing with court cases and related matters.

Desirable:

Knowledge of and experience in dealing with Drug Price Control Orders (DPCOs) court cases and related matters.

Job Description :

- i. Handling DPCO / DPEA / overcharging cases and other related work assigned in NPPA.
 - ii. Any other work which may be assigned by NPPA
- 3. SENIOR ASSOCIATE (Secretariat) – 01 NO.**
- i. Retired Government officer (US/Section Officer) well proficient in noting / drafting

in government offices.

- ii. B.Pharm/ BSc/ M.Pharma/ MSc. (Chemistry, Biochemistry, Lifesciences, Microbiology) from a recognized university.
- iii. Knowledge and experience of computer software packages like MS Word, MS Excel, and MS PowerPoint.

Job Description :

- i. Handling DPCO / DPEA / overcharging cases and other related work assigned in NPPA.
- ii. Any other work which may be assigned by NPPA

4. SENIOR PHARMA ASSOCIATE – 02 NO.

- i. Educational Qualification: B. Pharma/ M. Pharma from a recognized University/ MSc. (Chemistry, Biochemistry, Lifesciences, Microbiology)
- ii. Minimum 2 years' experience in field of pharma production/ drug analysis/ drug delivery/drug marketing/ drug pricing/ pharma research (in government or private sector).
- iii. Knowledge and experience of computer software packages like MS Word, MS Excel, and MS PowerPoint.

Job Description:

- i. Handling DPCO / DPEA / overcharging cases and other related work assigned in NPPA.
- ii. Any other work which may be assigned by NPPA

Format of application for Senior / Principal Associates in NPPA

Name of the post applied for: _____

1.	Name		Recent passport size photo to be pasted		
2.	Father's Name				
3.	Date of Birth				
4.	Nationality				
5.	Telephone/Mobile No.				
6.	Address for correspondence (with Telephone/Mobile No. and e-mail address)				
7.	Permanent Address				
8.	Education Qualifications (Add a separate sheet, if required)				
	Course	Subject	University/Institute	Year of Passing	Division/Class
9.	Work Experience (Add a separate sheet, if required)				
	Organization/ Institute	Period	Nature of Work	Remarks	
		From	To		
10.	Level of knowledge of working on computer software packages.	Computer Software Packages:		Pl indicate below against each (Excellent / Very Good / Good / Fair / None)	
		(i) MS Word			
		(ii) MS Excel			
		(iii) MS Powerpoint			
		(iv) Any other (please specify)			

List of Encls:

Date.....

Signature.....