

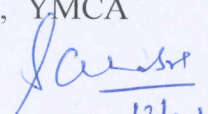
F. No. A-54011/03/2017-Estt (NPPA)  
Government of India  
Ministry of Chemicals & Fertilizers,  
Department of Pharmaceuticals  
National Pharmaceutical Pricing Authority

3<sup>rd</sup> & 5<sup>th</sup> Floor  
YMCA Cultural Centre Building  
1, Jai Singh Road, New Delhi-110001

13<sup>th</sup> February, 2018

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](http://www.nppaindia.nic.in). Interested candidates may send in closed envelope their application in the prescribed format, along with supporting documents, within twenty one (21) days from the date of publication of this circular in the newspaper, i.e., **by 05.03.2018** to Under Secretary (Admn), National Pharmaceutical Pricing Authority, 5<sup>th</sup> Floor, YMCA Cultural Centre Building, 1, Jai Singh Road, New Delhi – 110001.

  
(Sanjay Chhabra) 13/2/18  
Under Secretary (Admn)

SANJAY CHHABRA  
Under Secretary  
National Pharmaceutical Pricing Authority  
Deptt. of Pharmaceutical  
Ministry of Chemicals & Fertilizers  
New Delhi-110001  
Tel. 011-23746643

1. Consultant (VKT) – with the request to publish/upload the above circular on the website of Department of Pharmaceuticals.
2. NIC, NPPA – to publish/upload the above circular on the website of NPPA.

## TERMS AND CONDITIONS FOR HIRING OF ASSOCIATES IN NPPA.

1) Candidates shall be hired on contractual basis for a given piece of work for a period upto 31.12.2018. The term can be extended depending on the performance of the candidate and need of the NPPA.

2) No candidate over 65 years of age as on 31.12.2018 shall be considered for hiring as Associate.

3) Eligibility of Associates are given in enclosed **Annexure-A**. Format of application is at **Annexure-B**. 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 should not exceed last pay drawn, subject to overall ceilings as mentioned against each:

Name of the post	Consolidated fee / ceiling amount per month [excluding tax deductible at source (Rs)]
Senior Finance / Cost Associate	Rs. 50000/-
Principal Legal Associate	Rs. 50000/-
Senior Associate (Sectt.)	Rs. 40000/-
Senior Pharma Associate	Rs. 30000/-

5) The contract can be terminated at any time by the NPPA giving one month's notice without assigning any reason. Services of Associates can also be terminated, if the competent authority is dissatisfied with the performance.

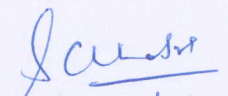
6) The Associates shall perform the duties assigned to them. The competent authority reserves the right to assign any other duty as and when required. No extra/additional allowance will be admissible in case of such assignment.

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 beyond one year.

8) 'No work no pay' will be applicable during the period of contract, if more than prescribed leave is 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) The Associate shall not be entitled to any other benefit, like Provident Fund, Pension, Insurance, Gratuity, Medical Treatment, regular appointment, increment, seniority, promotion etc. or any other benefits available to a Government Servant appointed on regular basis.

  
13/2/18



11) NPPA will not be responsible, if there is any mishappening/untoward 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 the 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/involve himself/herself in any other part-time job/profession during the contractual period.

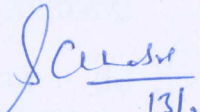
15) The Associate shall not be entitled to any TA for joining or for attending the interview.

16) Selected candidates will be required to join within prescribed period as indicated in the engagement letter.

17) If any declaration given or information furnished by Associate proves to be false or if he/she is found to have willfully suppressed any material information, he /she will be liable for removal from such contract and also such other action as the NPPA may deem necessary.

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

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

  
(Sanjay Chhabra) 13/2/18  
Under Secretary (Admn)  
Tel. 011-23746643

SANJAY CHHABRA  
Under Secretary  
National Pharmaceutical Pricing Authority  
Dept. of Pharmaceutical  
Ministry of Chemicals & Fertilizers  
New Delhi-110001

**ELIGIBILITY FOR ENGAGEMENT AS SENIOR / PRINCIPAL ASSOCIATES IN  
NPPA**

**1. SENIOR FINANCE / COST ASSOCIATE – 03 NO.**

**Qualification:**

**Essential:** ICWA/CA.

**Desirable:** Excellent knowledge and experience of working on computer software packages like MS Word, MS Excel, and MS Powerpoint.

**Experience:** Minimum 3 yrs experience of handling cost / finance / accounts related work.

**Job Description :**

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

**2. PRINCIPAL LEGAL ASSOCIATE – 01 NO.**

**Qualification:**

**Essential:** LLB / LLM degree from a recognized university.

**Desirable:** (i) Retired Government officer, having above qualifications

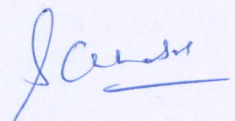
(ii) Knowledge of and experience in dealing with Drug Price Control Orders (DPCOs) court cases and related matters.

(iii) Working knowledge of computer.

**Experience:** 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.

**Job Description :**

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





**3. SENIOR ASSOCIATE (Seett.) – 01 NO.**

**Essential:** Retired Government officer (US/Section Officer) well proficient in noting / drafting in government offices.

**Desirable :**

(i) Educational qualification: B.Pharm /M.Pharma/BSc./MSc. (Chemistry, Biochemistry, Lifescience, Microbiology) from a recognized university.

(ii) Knowledge and experience of computer software packages like MS Word, MS Excel, and MS Powerpoint; and ability to work on computer independently.

**Job Description :**

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

**4. SENIOR PHARMA ASSOCIATE – 02 NO.**

**Qualification:**

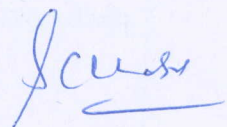
**Essential:** B.Pharm /M.Pharma from a recognized university.

**Desirable:** Good knowledge and experience of working on computer software packages like MS Word, MS Excel, and MS Powerpoint.

**Experience:** Minimum 4 yrs experience in field of pharma production/ drug analysis/ drug delivery/drug marketing/ drug pricing/ pharma research (in government or private sector).

**Job Description :**

- Handling DPCO / DPEA / overcharging cases and other related work assigned in NPPA.
- 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.....

*J. Anand*