



PETROLEUM PLANNING & ANALYSIS CELL
(Ministry of Petroleum & Natural Gas)

Invites Applications for Engagement of Consultants on Contract basis.
(01 Economist, 01 Statistician)

Background:

Pursuant to dismantling of the Administered Pricing Mechanism (APM) in the petroleum sector and abolition of the erstwhile Oil Coordination Committee (OCC), Petroleum Planning & Analysis Cell (PPAC) was established effective 1.4.2002, which is an attached office of the Ministry of Petroleum & Natural Gas, Government of India. PPAC maintains data related to production, consumption, import and export of crude and petroleum products and oil infrastructure. It also maintains data related to production of natural gas, import of LNG and consumption of natural gas and on the CGD sector. PPAC publishes daily, fortnightly, monthly, six-monthly and annual reports. Besides the regular Reports and inputs on Petroleum products, PPAC also carries out studies on the Demand, Supply, Transportation and Pricing of MS, HSD, LPG, Gas etc.

PPAC is inviting application from eligible candidates for the post of Economist (01) and Statistician (01) as Consultants to assist in the various studies, analysis etc. being carried out by PPAC in the Oil, Gas and Energy sector. The scope of work for the post is enclosed as Annexure.

1. Experience

Minimum Experience	Experience in Oil & Gas sector
6 years	Minimum 2 years of experience in the oil and gas sector or energy sector

Only the relevant experience in the field will be counted. Part-time experience will not be considered.

2. **Age :** The maximum age shall be 60 years as on the last date of receipt of applications.

3. Essential and desirable qualifications/experience

The essential and desirable qualifications for Economist and Statistician are given below.

Position	Qualification	Experience
Economist	<p>Essential – Post Graduate degree in Economics/ Applied Economics/ Energy Planning or equivalent from a recognized University in India or from a University or Institution abroad duly recognized in India, with specialization in Economics research/ Econometrics/ and knowledge of energy market conditions.</p> <p>Desirable – (i) A doctoral degree in Economics, from a reputed University/ Institution in India or from a university or Institution abroad duly recognized in India. (ii) Published papers in reputed national/ international economic journals on the oil and gas sector or related areas.</p>	<p>Minimum 6 years of relevant experience in analysis of economic problems, international trade, investment, economic regulations using quantitative economic techniques.</p> <p>Or</p> <p>Experience in universities/ reputed research institutions, as Professor/ Reader/ Lecturer of Economics/ Quantitative Economic methods.</p> <p>This includes at least 2 years' experience in Oil & Gas Sector or any energy sector.</p>

Position	Qualification	Experience
Statistician	<p>Essential – Post Graduate degree in Statistics/ Mathematical Statistics /Mathematical Economics/ Econometrics or equivalent from a recognized University/ Institution in India or from a University or Institution abroad duly recognized in India.</p> <p>Desirable – (i) A doctoral degree in applied statistics/ modern statistical/ econometric models, from a reputed University/ Institution in India or from a</p>	<p>Minimum 6 years of relevant experience in using statistical computing software packages, research and applying mathematical statistical techniques and theories in the collection, processing, analysis, evaluation and dissemination of pricing, production, supply, and distribution data, preferably of the oil and gas sector including minimum 5 years of experience in</p>

	<p>University or Institution abroad duly recognized in India.</p> <p>(ii) Published papers in reputed national/ international statistical journals.</p> <p>(iii) Working knowledge of SAS Enterprise Data Solution, Enterprise BI and SAS Visual Analytics.</p>	<p>handling and maintaining large databases.</p> <p>Or</p> <p>Experience in universities/ reputed research institutions, as Professor/ Reader/ Lecturer of Statistics/ modern statistical methods.</p> <p>This includes at least 2 years experience in Oil & Gas Sector or any energy sector.</p>
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4. Remuneration payable to consultants

*The Consultants will be paid a Lumpsum consolidated monthly remuneration of Rs. 1.5 lakhs. No other allowances will be payable.

* Note:

1. GST, if applicable, shall be paid extra at actuals by the PPAC.
2. Monthly remuneration will be paid after deducting applicable taxes (TDS) etc. as per applicable prevailing law.

Allowances

Consultants would be allowed TA/ DA for travel inside the country in connection with official work as follows:

TA/ DA entitlement (on tour)
<i>As per entitlement for corresponding level of officer in Government.</i>

5. Terms and conditions of engagement of consultants

- i) The consultant shall be entitled to 8 days leave in a calendar year on pro-rata basis. Additional leave without pay would be permitted upon approval by the reporting officer.
- ii) If the consultant goes on long leave or extension of leave, say more than 15 days, without having obtained any prior approval of the Competent Authority in PPAC, PPAC would reserve the right to terminate the appointment in such cases, if considered necessary.

- iii) The engagement will be purely on a temporary basis and it will confer no right on the consultant for permanent employment in any case whatsoever. The consultant will be engaged for a tenure of five years, inclusive of one-year probation period.
- iv) The consultant may have to work on Saturdays, Sundays and any gazetted holidays or may be asked to work beyond regular office hours, in case of exigencies of work. No extra allowances will be permissible for the same.
- v) The consultant would be appointed on a full-time basis and would not be permitted to take up any other assignment during the period of engagement with PPAC.
- vi) The consultants would be provided with an office with an official email address, computer, internet connection, telephone facility, seating space etc.
- vii) The consultant has to follow the office timings, ie. 9 am to 5.30 pm.
- viii) Issues, if any not covered above, shall be in accordance with PPAC Rules, GFR and Manual for Procurement of Consultancy & Other Services, 2017.

6. Evaluation of Performance

The performance of consultant engaged with reference to the tasks assigned and output delivered shall be reviewed periodically within such time and manner as may be decided by PPAC.

7. Conflict of Interest

The consultant shall be expected to follow all the rules and regulations of the Govt. of India. He/ She will be expected to display utmost honesty, secrecy of office and sincerity while discharging the duties.

In case the services of the consultant are not found satisfactory or found to be in conflict with the interest of the Government of India, his/ her services will be liable for discontinuation without assigning any reasons.

8. Publication of subject matter

The consultant shall not, except with the previous sanction of PPAC or in the bona fide discharge of his or her duties, publish a book or a compilation of articles or participate in radio broadcast or contribute an article or write a letter in any newspaper or periodical either in his own name or anonymously or pseudonymously in the name of any other person, if such book, article, broadcast or letter relates to subject matter assigned to him/ her by PPAC.

9. Termination Notice

PPAC reserves the right to terminate the appointment at any time without providing any reasons. However, under normal circumstances one month's notice period will be provided to the consultant. The consultant can also seek termination of the contract by giving one month's notice to PPAC or salary in lieu thereof.

10. PPAC reserves the right to cancel the process for engagement of Consultant at any point of time , without assigning any reason.
11. Applications complete in all respects must be submitted by speed-post / courier or email at the following address by 13.07.2023 at 5.30 pm:

Additional Director (HR&C)

Petroleum Planning and Analysis Cell

SCOPE Complex, Core 8, 2nd Floor.

Lodhi Road. New Delhi - 110003

Email : petroleum.planning@ppac.gov.in

SCOPE OF WORK FOR CONSULTANTS

ECONOMIST

1. Monitor and analyze trends of energy prices and policies in major consuming and producing countries and regions with particular focus on India.
2. Carry out studies related to the impact of major energy policy developments in oil & gas supply and demand in the medium to long-term under various scenarios.
3. Study, compile, analyze, report data and forecast market trends, applying econometric/ mathematical models and statistical techniques. Providing technical inputs for demand/ consumption/ supply/ pricing and import-export trend analysis.
4. Preparing weekly/ fortnightly/ monthly/ annual reports of the Demand, Supply, Marketing, Finance and Gas Divisions of PPAC.
5. Work in a coordinated way with other Divisions in PPAC, especially those working on economic, statistical, data and pricing related issues.
6. Prepare Insights/Key Performance Indicators (KPIs)
7. Any other related work that may be assigned by PPAC from time to time.

STATISTICIAN

1. Collect, collate, stabilize and maintain the database across the entire value chain of midstream and downstream oil and gas sector using PPAC's legacy computer systems and SAS platform which includes the Enterprise Data Warehouse Solution, Enterprise BI and Visual Analytics.
2. Evaluate the statistical methods and procedures used to obtain data in order to ensure validity, applicability, efficiency and accuracy.
3. Studying the existing mechanism of collection of data and apply statistical techniques and methods in the processing and analysis of data.
4. Prepare and publish statistical and technical reports and research papers related to the oil and gas sector. Liaising with oil and gas companies for collection of regular data and also assist them in improving their data input systems.
5. Developing input formats of data collection for generation of new reports/ analysis and preparing weekly/ fortnightly/ monthly/ annual reports from the database.
6. Prepare Insights/Key Performance Indicators (KPIs)
7. Any other related work that may be assigned by PPAC from time to time.

**APPLICATION FOR CONSULTANT (ECONOMIST/ STATISTICIAN) IN PETROLEUM
PLANNING & ANALYSIS CELL ON CONTRACT BASIS**

1. Name of the Applicant :
(In Block Letters)

2. (a) Mother's Name

(b) Father's/ Husband's Name :

3. Date of Birth (dd/mm/yyyy) :
(in words) :

4. Sex :

5. Nationality :

6. Address for Communication :

7. Telephone/ Mobile No :

Email :

8. Languages Known :

9. Computer Knowledge :

10. Educational Qualifications (Graduation onwards) (attach self-attested photocopies)

Recent passport
size photograph

Sr. No.	Qualifications (Stream to be mentioned)	University/ Board	Subjects	% age of marks obtained	Remarks
1.					
2.					
3.					
4.					

11. Details of papers published in reputed National/ International Journals on Oil & Gas Sector or related areas (separate sheet may be attached):

Sr. No.	Details of paper published	Name of Journal	Year of Publication	Remarks
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1.				
2.				
3.				
4.				

12. Experience particulars (attach self-attested photocopies if any) (separate sheet may be attached)

Sr. No.	Position	Name of Employer	Duration	Details of experience
1.				
2.				
3.				
4.				

13. Any other relevant information :

14. List of enclosures :

15. References (with complete address and contact numbers):

(i)

(ii)

I hereby declare that the information furnished in the application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage, my candidature/ appointment is liable to be summarily cancelled/ terminated without notice or any compensation in lieu thereof.

Date:

Signature of Candidate:

Place:

Name of Candidate:
