



ONGC Energy Centre
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No. ONGC/OEC/3-59/2/2014

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SUB: Empanelment & Engagement of Consultants by ONGC Energy Centre

ONGC Energy centre (OEC) has been implementing Research Projects in several new and alternative sources of energy for the last several years. These Projects are broadly in areas of (i) Hydrogen Generation (ii) Uranium Exploration and Exploitation (iii) Biotechnology in Energy (iv) Solar Energy (v) Geothermal Energy (vi) Kinetic Hydro. The need for having expert advice for short term/daily basis from eminent professionals having extensive knowledge or ability, through practice and/or education in a particular field, wherein in-house expertise/skills is not available has been felt and accordingly, it is proposed to empanel/engage experts/ professionals for a fixed period, so as to avail their services as and when required.

The broad criteria for empanelment/engagement of Consultants is as under:-

2.0 Eligibility Criteria

The consultants will be empanelled /engaged in three different categories based upon the experience, expertise and position held in various Departments/Ministries and Academic Institutions. The three broad categories are envisaged as under:

Category	Eligibility
A	Secretary/Additional Secretary Level Scientists/Experts from Govt./ Govt. Institutions/Labs.
	Directors of National Labs/IITs/ IIMs etc.
	Senior Professors (above 30 years' experience) from premium Institutes like IIT/IIM/IISC/Central Universities etc.
	CMD/Directors of PSUs (Schedule A & B)
B	Professors from Academic Institutions (< 30 years' experience, but > 20 years' experience)
	Scientists(Scientists F/ Principal Scientists and above) from Laboratories/Government Institutions (< 30 years' experience, but > 20 years' experience)
	MD/Directors of PSUs (Schedule C& D)

	Former employees of ONGC/Group companies who have served at E9 Levels/Below Board Level Executives / Other Scientists/Research Officers in Central/State Government, PSUs and other research institutions/organizations of reputed in the pay scale equivalent to CTC for E9 Level Employees of ONGC
C	Former employees of ONGC/Group companies who have served at E6-E8 Levels Below Board Level Executives / Other Scientists/Research Officers in Central/State Government, PSUs and other research institutions/organizations of reputed in the pay scale equivalent to CTC for E6-E8 Level Employees of ONGC
	Non-Teaching Technical Experts from Academic Institutions (< 30 years' experience, but > 20 years' experience)
	Suitable Experts with requisite experience and expertise from Private Industry(< 30 years' experience, but > 20 years' experience)

3.0 The services of Consultants are proposed to be placed in two broad categories:-

- Adhoc / Occasional Consultation- Daily / Weekly Basis
- Short Term-Fortnightly / Monthly Basis

The hiring of Consultants on a Daily/Weekly basis shall be restricted to a maximum duration of **5 working days** at a time, with the ceiling of maximum **120 working days** per Consultant, per year.

The hiring of Consultants on fortnightly/monthly basis shall be restricted to a maximum duration of **one fortnight/month** at a time, with the ceiling of maximum **6 months** per Consultant, per year.

4.0 The Compensation Structure and Term of Empanelment of the Consultants for different categories is proposed as under:-

Category	Compensation (Maximum Ceiling) Daily Basis	Compensation (Maximum Ceiling) Fortnightly/Monthly Basis	Term of Empanelment
A	Rs.10,000 per day + Transport Facility + Accommodation if required	Rs. 2.2 lakhs per month + Transport facility Accommodation if required	Max 1 year
B	Rs.8,000 per day + Transport Facility + Accommodation if required	Rs. 1.8 lakhs per month + Transport facility Accommodation if required	Max 1 year
C	Rs.6,000 per day + Transport Facility + Accommodation if required	Rs. 1.5 lakhs per month + Transport facility Accommodation if required	Max 1 year

Above compensation structure is inclusive of service tax, which is to be borne by the individual.

Transport facility, as mentioned in the above compensation structure, will include both local transport as well as one time to and fro air travel for every outstation call. TA and traveling facilities, outside accommodation facility, will be specified/ decided on case to case basis, depending upon the experience and the level of previous/last position held by the Candidate, and shall be in accordance with the facilities as admissible to the executives of ONGC.

Fortnightly payment shall be done on a pro-rata basis, based on the compensation structure.


The review of empanelled candidates may take place annually. However, OEC may continue to add new experts from time to time.

5.0 How to Apply

Interested experts fulfilling the above eligibility criteria may mail their resumes (in the attached format) directly to OEC at ongcenergycentre@ongc.co.in. The resume should mention inter-alia date of birth, qualification, experience, Awards/recognition/papers published, last pay scale drawn etc. Former Employees' of ONGC/Group Companies, fulfilling the above criteria can also write to ONGC Retired Employees' Cell expressing their interest along with detailed resume.

All experts are also requested to clearly mention the specific technology option/specialisation for which they propose to offer their services. OEC may empanel any expert with or without any interactive meeting with the expert.

OEC reserves the right to reject/not consider any application for empanelment without assigning any reason/s.


24/8/15
(Bina Prasad)
DGM(HR)-Head ASU

Encl: As above

Distribution:

Retired Employees' Cell, ONGC
ONGC Website

Curriculum Vitae

Name:

Nationality:

Sex :

Date of Birth:

Contact Address:

Contact No:

Email ID:

ACADEMIC QUALIFICATIONS:

Examination/Degree Passed	Year of Passing	University/Institute	Division (% Marks)	Main Subjects

EXPERIENCE DETAILS:

About ___ years' experience in _____

About ___ years' experience relevant to OEC activities

Superannuated from _____ in _____ (If applicable)

Last Pay Drawn _____ (Please provide a copy of Last Salary Certificate)

Date of Joining ONGC & Designation at the time of superannuation (If Applicable):

The organization wise details of experience, major achievements and responsibilities in various assignments handled/project executed to be given in a separate annexure. Please also specify the details of experience relevant to OEC activities.

Please also mention the specific technology option/specialisation for which you propose to offer your services.



LIST OF PAPERS PUBLISHED/PRESENTED:

Published/Presented ____ papers in National/Internal Journals/Seminars/Conferences till date

(Please give the list in a separate annexure)

AWARDS AND OTHER ACHIEVEMENTS:

PATENTS

Sl. No.	Patent title	Filed Date	Patent Number	Remarks

OTHER PROFESSIONAL ACTIVITIES/MEMBERSHIPS:

Please send a scanned copy of recent passport size photograph along with the resume.