

Office of the Comptroller and Auditor General of India
10, Bahadur Shah Zafar Marg- New Delhi
Economic Division

No. 11/ED/2024
20 March 2025

Subject: Engagement/Preparation of Panel of Consultants (Economics) in the Office of the Comptroller and Auditor General (CAG) of India

1. The Comptroller and Auditor General (CAG) of India has the mandate to carry out Auditing and Accounting functions as enshrined in Article 148 through 151 of the Constitution of India and C&AG's DPC Act, 1971.
2. With the objective of bringing Young Economists to work on important initiatives within the Office of the CAG (O/o the CAG) and Indian Audit & Accounts Department and thereby, mentoring a young generation of future economists, it has been decided to prepare a panel of **Consultant (Economics)**.
3. The objectives, necessary qualifications, duties and other requirements for Consultant (Economics) are as under:

Objectives	<ul style="list-style-type: none">• Bringing young economists to work on important initiatives undertaken by the Additional Economic Adviser within the O/o the CAG, thereby mentoring a young generation of future economists.• This offers an excellent opportunity for budding economists to gain practical experience in a government organization of repute.• Provide insights of economic analysis from the audit's perspective.• The experience, so acquired, will help them in their career progression as Government/private sector economists and in undertaking important assignments in national and international organisations.
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Duties and Responsibilities	<ul style="list-style-type: none"> • Provide assistance to the Additional Economic Adviser in producing various concepts notes and analyses of economic importance for internal purposes. • Assist in releasing the Annual Compilation of the division, namely Key Economic and Fiscal Indicators & Compilation of State Finance Audit Reports (SFARs). • Review the SFARs and provide comments concerning Debt Sustainability Analysis (DSA) and compliance with Fiscal Responsibility and Budget Management Act (FRBMA). • Apply economic concepts, particularly those related to Public Finance, in the various initiatives undertaken by the Economic Division. • Gather, compile, and interpret data related to Public Finance at the national and state levels. • Perform any other work requiring inputs for economic analysis.
Educational Qualification and Professional Experience	<p>Essential Criteria</p> <p>(a) Educational Qualification: Master's Degree in Economics/Business Economics/Public Finance/or equivalent qualification from a recognized University with preferably 55% marks, but not less than 50%</p> <p>(b) Professional Experience:</p> <p>(i) Preferably 2(Two) years 'experience in working on economic matters especially in Public Finance in Central/State Government/Autonomous Bodies and well versed in tools of economic analysis, which can be relaxed in case of deserving candidate(s) at the discretion of Competent Authority.</p> <p>(ii) Well versed in tools of economic analysis.</p>
Number of Positons	02(Two)
Place of Work	O/o the CAG of India, New Delhi
Age	Not more than 32(Thirty Two) years on the closing date of advertisement, which can be relaxed in case of deserving candidate(s) at the discretion of Competent Authority.
Remuneration	A consolidated monthly remuneration of Rs.70,000 (Rupees Seventy Thousand) with an annual increase of Rs.3.500 (Rupees Three Thousand Five Hundred) based on performance.

Allowances	No TA/DA shall be admissible for joining the assignment or on its completion. No other facilities such as DA, accommodation, reimbursement for phone/conveyance/transport, foreign travel, personal staff, medical reimbursement/CGHS would be admissible. However, the Consultants engaged may be required to undertake domestic tours for official purpose subject to the approval of competent authority. The TA/DA official tour may be applicable at par with the entitlement of officer of level 9 to 11 of Pay matrix as per D/o Expenditure OM No.1030/1/2017-E.IV dated 13.07.2017 and subsequent orders.
Designation	Consultant (Economics)
Period of Contract	The hiring is strictly on a contractual basis . The candidates will initially be appointed for a one-year term, with the possibility of extension depending on their performance and the requirements of the Audit Department.
How to apply	<ul style="list-style-type: none"> Interested and eligible candidates may apply in the prescribed format [Annex –I] within 20 days from the date of publication of the advertisement on the website of the CAG of India. The application duly filled in may be e-mailed to aaoeconomicwing.cag@cag.gov.in Candidates should NOT send any application by Post/Courier/any other physical mode.
Selection process	<ul style="list-style-type: none"> Application screening will be conducted by the Screening Committee. Interviews will be conducted for the shortlisted candidates.
Terms and conditions	<ul style="list-style-type: none"> For details Contract/Agreement/Feedback, and other terms and conditions, Annexure-II may be referred.
Declaration of Secrecy	In the event of selection, consultants are required to furnish a declaration of secrecy as per Annexure-III.

**Sd/-
AAO
Economic Division**

Office of the Comptroller and Auditor General of India

Application Form for the position of Consultant (Economics)

Affix recent
self-attested
Passport size
photo

1. Name :
2. Father's/ Mother's Name :
3. Date of birth :
4. Gender :
5. Present Address (for
Communication) :

6. Email ID :
7. Contact No. :

Mobile No.:

8. Academic Qualifications (in reverse order, starting from the latest)

Sl. No	Degree	Year of Graduation	Subjects	University/ Institute	Percentage of Marks
1.					
2.					
3.					
4.					

Contd./....

9. Professional Qualifications (in reverse order, starting from the latest)

SI. No	Degree	Year of Completion	Subjects	University/ Institute	Percentage of Marks
1.					
2.					
3.					

10. Relevant Experience (in reverse order, starting from the latest)

Sl. No	Name of the post	Name of the Employer/Organisation	Type of Employment*	Period		Nature of duties in brief
				From	To	
1.						
2.						

*Part-time, Full-time or Internship

11. List of relevant technical skills and academic publications :

12. State the motivation/ reason to work as a Consultant in the Economic Division of O/o CAG
(Mention in 500-700 words)

DECLARATION

I declare that the above information is true and correct to the best of my knowledge and belief.

I am aware that in case of misrepresentation or a materially false declaration, it shall render me liable to action, according to applicable law. I also understand that the application is liable to be rejected and / or engagement cancelled in case a discrepancy is detected at any stage before completion of the engagement. The completion certificate may also be recalled should such a contingency arise after the engagement period.

Signature

Name

Date:

Place:

Required Enclosures:

- (i) Proof of date of birth(DOB)**
- (ii) Educational Qualifications [Clearly indicating that the marks obtained at Graduation and Post-Graduation level separately.**
- (iii) Experience**
- (iv) Address**

**Office of the Comptroller and Auditor General of India
10, Bahadur Shah Zafar Marg – New Delhi
(Economic Division)**

Terms and conditions in respect of Consultant (Economics)

- i) The engagement of Consultant (Economics) on a contract basis for full-time shall be for a period of one year from the date of his/her joining in this office and extendable from year to year based on the performance/requirement.
- ii) **Remuneration**
- a) He/she will be paid a consolidated monthly remuneration of Rs.70,000/- (Rupees Seventy Thousand per month; all-inclusive). However, if considered for an extension he/she may be allowed an annual increment of Rs.3,500/-(Rupees Three Thousand Five Hundred) performance based.
- b) No TA/DA shall be admissible for joining the assignment or on its completion. No other facilities such as DA, accommodation, reimbursement for phone/conveyance/transport, foreign travel, personal staff, medical reimbursement/CGHS would be admissible. **However, the Consultants engaged may be required to undertake domestic tours for official purpose subject to the approval of competent authority. The TA/DA for official tour may be applicable at par with the entitlement of officer of level 9 to 11 of Pay matrix as per D/o Expenditure OM No.1030/1/2017-E.IV dated 13.07.2017 and subsequent orders.**
- c) Income Tax or any other tax liable to be deducted as per the prevailing rules will be deducted at source before effecting the payment, for which the CAG of India will issue TDS certificate(s). The CAG of India shall not undertake any liability for taxes or other contributions payable by the Consultant on payments made under this contract.
- d) Normally the payment will be released by the CAG of India office within one week after the completion of the month based on the attendance and due certification by the in-charge of the concerned Wing/Section; and
- e) In the event of death, injury, or illness during the term of the contract as Consultant, the Consultant or his/her dependents/ legal heirs/ claimant, etc. shall not be entitled to any compensation.

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iii) Leave & Working hours/days

- (a) He/she will be eligible for 10 days [08 (eight) Casual Leaves and 02 (two) Restricted Holidays] in a calendar year on a pro-rata basis;
 - (b) He/she shall not draw any remuneration in case of his absence beyond 10 days (08+02) in a calendar year on a pro-rata basis;
 - (c) Un-availed Casual Leave and Restricted Holiday in a calendar year cannot be carried forward to next calendar year,
 - (d) The intervening Saturdays, Sundays or Gazetted Holidays during a spell of leave shall not be counted against the 10 days leave, and
 - (e) The working hours of the Consultant shall be the same as the regular timing of CAG office. No extra remuneration shall be paid in case he attends the office on Saturdays/ Sundays/Gazetted and any other holidays in exigencies of work.
- (iv) His/her engagement as Consultant shall neither constitute a regular job or appointment to any nature in the Office of the Comptroller and Auditor General of India or Indian Audit & Accounts Department nor it is in the nature of a relationship of employer and employee between the Office of the Comptroller and Auditor General of India and the Consultant.
- (v) He/she shall be imparted such orientation/training as may be considered necessary.
- (vi) The provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 shall apply.
- (vii) As a Consultant he/she shall neither seek nor accept instructions from any individual/authority outside the Office of the Comptroller and Auditor General of India or the Indian Audit & Accounts Department in connection with the performance of his obligations under the engagement. The Consultant shall comply with all laws, ordinances, rules, and regulations bearing upon the performance of his obligations under the engagement. During the term of engagement, the Consultant shall comply with the standards of Conduct. Failure to comply with the same will become a ground for termination of the Consultant without notice.
- (viii) No TA/DA will be paid to the applicants for attending the interview, if any.
- (ix) Place of work/posting will be the CAG's Office, New Delhi.

(x) **Termination**

- (a) Unauthorized absence from the project/ work for a continuous period of eight (08) days without any information or valid reason shall lead to automatic termination of the agreement; and
- (b) His/her contractual services can be terminated at any time without prior notice and without assigning any reason thereof. However, in the normal course, he/she will be given one month's notice. He/she can also seek for termination of the contract by giving one month's notice.
- (xi) At the time of termination/ completion of the term of contract as Consultant, he/she must return to the CAG of India all papers, drawings, notes, memorandums, manuals, specifications, designs, devices, documents, diskettes, CDs, DVDs, tapes, books, digitized data, user IDs and passwords used by him/her for day to day official work and any other material on any media containing or disclosing any confidential or proprietary or technical or business information to the in-charge Officer / designated officer of the Wing. On termination/ completion of term of contract as Consultant he/she must return all keys, pass cards, ID cards or other property/articles/ items belonging to Office of the Comptroller and Auditor General of India/ Indian Audit & Accounts Department to the in-charge Officer/ designated officer of the Wing. He/ she must obtain a "No Objection Certificate' from the in-charge Officer/ designated Officer of the Wing & concerned sections of this office, before leaving.
- (xii) The head of the functional Wing will adopt a task force approach and continuously monitor the performance of the Consultant so that the output is in line with the objectives. Further, the Annual Performance Assessment of the Consultant will be undertaken through an Annual Performance Report by the Head of the functional Wing.
- (xiii) He must give/submit his feedback to the in-charge Officer/ Designated Officer of the Wing on his experience and knowledge/ proficiency gained by him during the period of the contract as a Consultant.
- (xiv) At the end of the term of contract, an Experience Certificate shall be given on demand.
- (xv) The Consultant shall provide an integrity certificate from two references known to them preferably from the present institute or the last institute attended by him/her.
- (xvi) A self-undertaking shall be provided by the Consultant to the effect that he/she has no criminal record and no criminal case in any court is pending against him/her.

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(xvii) The Consultant has to sign and submit the Secrecy/ Non-disclosure agreement enclosed in

(xviii) Any dispute, controversy, or claim between the parties arising out of the contract or the breach, termination, or invalidity thereof, unless settled amicably, shall be referred to the Comptroller and Auditor General of India for arbitration. The Comptroller and Auditor General of India may at his discretion, appoint an arbitrator for the resolution of the dispute and the award of the Arbitrator shall be final and binding on both the parties.

Secrecy/Non-Disclosure Agreement**1. General**

- I. As a Consultant of the Comptroller and Auditor General of India and in consideration of the remuneration now and hereafter paid to me, I shall devote all my efforts to furthering the best interest of the Comptroller and Auditor General of India. During the subsistence of my tenure in the Office of the Comptroller and Auditor General of India, I will not engage in any activity that-
- "Conflicts with the Comptroller and Auditor General of India's interest as a legal entity, including without limitation, any business activity not contemplated by this agreement".

2. Non-Disclosure Clause

- I. I do hereby recognize and understand that all confidential and/or proprietary information, in any media like print, electronic, etc., belonging to and/or in possession of the Comptroller and Auditor General of India, which is received, accessed, and/or used by me during the course of my engagement in Office of the Comptroller and Auditor General of India, shall not be shared with or given access to any entity by me, including the media.
- II. All obligations regarding the prevention of disclosure of confidential information and obligations to provide notice under this Agreement shall be effective for the currency of the main Agreement and also for an indefinite period from the date of its expiration or termination, as the case may be.

3. Absolute ownership

- I. I do hereby recognize and understand that the Comptroller and Auditor General of India is the absolute, unrestricted, and exclusive owner of the confidential or proprietary technical, financial, marketing, and business information of Indian Audit & Accounts Department, including without limitation, concepts, techniques, processes, methods, clients, cost data, development or experimental work, work in progress, customers and suppliers internet websites or e-commerce solutions, books etc., used by me in the course of my engagement in Office of the Comptroller & Auditor General of India.
- II. I agree that I shall not in any manner whatsoever, represent and/or claim that I have any interest by way of ownership, assignment, or otherwise in the same.
- III. The Comptroller and Auditor General of India shall be the sole owner of any intellectual property rights developed during the subsistence of this Agreement. I hereby waive and relinquish all claims of any nature whatsoever that I now or hereafter may have for infringement of any Trademark, Copyright, and Patent resulting from the subsisting activities for any inventions so assigned to the Comptroller & Auditor General of India.

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4. Breach of Contract

I acknowledge that any violation by me under this declaration/ agreement, and/or any obligation of similar nature, will cause irreparable damage to Comptroller and Auditor General of India, and Comptroller and Auditor General of India shall be entitled to extraordinary relief in any court of India, including, my expulsion from Office of Comptroller and Auditor General of India with no leaving/character certificate, blacklisting from participating in any Comptroller and Auditor General of India related activities, withholding of any pending remuneration, appropriate legal action, temporary restraining orders, preliminary injunctions, and permanent injunctions, without the necessity of submitting bond of security.

HAVING READ AND FULLY UNDERSTOOD THIS AGREEMENT, I have signed my name on thisday of2025.

(Signature)

Name: