



Date: 03.07.2019

Advertisement for Empanelment of Legal Counsels

Applications are invited for empanelment of legal counsels to represent the Dr. B.R. Ambedkar University Delhi (AUD), a State University under Government of National Capital Territory of Delhi and its officers/officials before the Supreme Court of India/Delhi High Court and other courts and Tribunals in the cases assigned to him/her. In addition to above, the University may also ask seek opinion/ advises on various legal matters from time to time.

2. Practicing advocates are eligible for empanelment. The qualification, experience and other terms and conditions are available on AUD's website www.aud.ac.in

3 Eligible applicants may send their applications in the enclosed proforma alongwith Curriculum Vitae and relevant supporting documents to the Registrar, Dr. B.R. Ambedkar University Delhi, Lothian Road, Kashmere Gate, Delhi-110006. The last date of receipt of application is 05.08.2019.



PROFORMA FOR APPLICATION FOR EMPANELMENT OF LEGAL COUNSEL IN DR.
B.R. AMBEDKAR UNIVERSITY DELHI

1 Name in full (in block letters)

2 Date of Birth and Age (on the closing date of the application)

3 Father's Name

4 Complete Residential Address with Telephone No./Mobile No.

5 Complete Official Address with Telephone No./Mobile No.

6 Email ID

7 Educational Qualification (photocopies of documents to be attached)

8 Date of Enrolment as an Advocate(photocopies of documents to be attached)

9 Experience, in years (Please specify the High Court where enrolled)

10 Whether working or have worked in the past, as a panel Lawyer/Standing

Counsel/Legal Advisor in Central /State Government or its organizations

(photocopies of documents to be attached)

11 A short note about educational qualification, experience and any other relevant information (on a separate sheet)

Signature:

Name:

Place:

Date:

PHOTO



ELIGIBILITY CRITERIA FOR EMPANELMENT OF LEGAL COUNSELS AND TERMS AND CONDITIONS

Empanelled Counsels would be responsible for conducting and handling Civil/Criminal/Service matters in Supreme Court, Delhi High Court, Central Administrative Tribunal, Principal Bench, Delhi and District Courts & other forums in Delhi. In addition to above, the University may also ask seek opinion/ advices on various legal matters from time to time.

(A) ELIGIBILITY CRITERIA:-

- 1 The Counsel should be well conversant with the procedure in regard to filing, conducting and handling of Civil/Criminal/Service matters in the courts, etc. and should be conversant with relevant legislations.
- 2 The Counsel should have excellent communication skills and Knowledge of legal practice acquired over a period as mentioned in para (4) below.
- 3 The Counsel should have minimum 5 years of regular practice in conducting cases of Civil/Criminal nature in the High Court.

(B) TERMS AND CONDITIONS AND REMUNERATION PAYABLE TO EMPANELLED COUNSEL:-

1. The Counsel shall represent the Dr. B.R. Ambedkar University Delhi and its Officers/Officials before Delhi High Court and other courts in the cases assigned to him/her. In addition to above, the Counsel shall also provide opinion/ advices on various legal matters, as sought by the University from time to time.
2. The Counsel shall receive the notice(s) meant for the AUD and its Officers/Officials from the courts, and ensure that no 'ex-parte' order is passed against AUD.
3. The Counsel shall handle the cases, which are assigned to him/her and appear in such assigned cases in the Courts and shall prepare Written Statement, Application, Reply Affidavit etc. as and when required.
4. The Counsel shall provide legal opinion/advice to AUD and shall also prepare reply to the Legal Notices on behalf of AUD and its Officers/Officials, whenever asked for.
5. The Counsel shall also assist in preparing written briefs and para-wise comments in the cases litigated before various Courts/for a outside Delhi, whenever asked for.
6. The Counsels shall give opinion regarding the advisability of filing appeal when any case is decided against AUD and/or its officers.



7. The Counsel shall keep AUD informed of the important developments in the case from time to time, particularly with regard to drafting, filing of papers, dates of hearing of the case, supplying copies of judgments etc:
8. The Counsel shall perform such other duties of a legal nature which may be assigned to him by AUD.
9. The Counsel shall not take up any case against AUD during the period of empanelment.
10. The Counsel shall hold the office at the pleasure of AUD.
11. The fees for appearance and other fees/expenses shall be payable to the Counsel as per the fees structure and terms and conditions as per the Office Memorandum issued by the Government of National Capital Territory of Delhi vide No.F.5(293)/LJ&LA/Lit/15/Dy/Secy/Law/1200-1205 (as amended from time to time) and any other instructions issued by GNCTD from time to time.
12. In the event of any doubt or difference of opinion regarding the terms and conditions of empanelment, the decision of AUD shall be final and binding.

(C) EMPANELMENT AND TENURE OF COUNSEL:-

1. The applications received shall be scrutinized by AUD and the decision of the University shall be final.
2. The number of Counsels to be empanelled shall be determined by AUD based on its requirement.
- 3: The empanelment shall be made initially for a period of three years, which may be extended every year, thereafter, subject to performance of the counsel to the satisfaction of AUD.