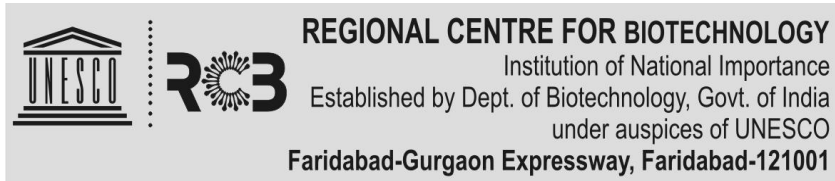


Date: 26.07.2019

Advertisement for Empanelment of Legal Counsels

Applications are invited for empanelment of legal counsels to represent the Regional Centre for Biotechnology (RCB), Faridabad an Institution of National Importance established by Dept. of Biotechnology, Govt. of India under the auspices of UNESCO and its officers/officials before the Supreme Court of India/ High Court of Punjab & Haryana and other courts and Tribunals in the cases assigned to him/her. In addition to above, the Centre may also 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 RCB's website www.rcb.res.in
3. Eligible applicants may send their applications in the enclosed proforma alongwith Curriculum Vitae and relevant supporting documents to registrar@rcb.res.in and addressed to the Registrar, Regional Centre for Biotechnology, NCR Biotech Science Cluster, 3rd Milestone, Faridabad-Gurgaon Expressway, Faridabad -121001. The last date of receipt of application is 12.08.2019.



PROFORMA FOR APPLICATION FOR EMPANELMENT OF LEGAL COUNSEL IN
REGIONAL CENTRE FOR BIOTECHNOLOGY, FARIDABAD

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

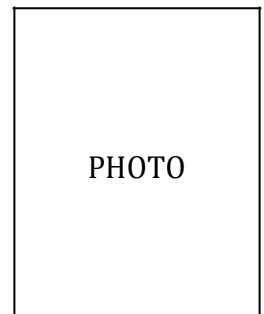
7 Educational Qualification (photocopies of documents to be attached)

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)

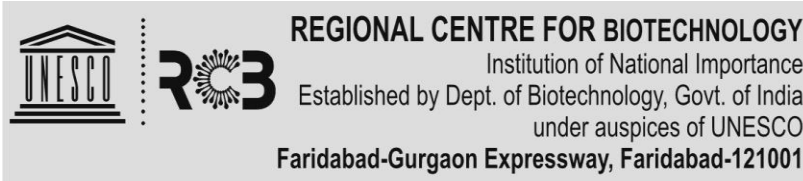


Signature:

Date:

Name:

Place:



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, High Court of Punjab & Haryana, Central Administrative Tribunal and District Courts & other forums in Faridabad/Chandigarh. In addition to above, the Centre 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/Service nature in the High Court.

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

1. The Counsel shall represent the Regional Centre for Biotechnology, Faridabad and its Officers/Officials before High Court of Punjab & Haryana, Chandigarh 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 Centre from time to time.
2. The Counsel shall receive the notice(s) meant for the RCB and its Officers/Officials from the courts, and ensure that no 'ex-parte' order is passed against RCB.
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 RCB and shall also prepare reply to the Legal Notices on behalf of RCB 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 an outside Faridabad, whenever asked for.
6. The Counsels shall give opinion regarding the advisability of filing appeal when any case is decided against RCB and/or its officers.
7. The Counsel shall keep RCB 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 judgements etc:
8. The Counsel shall perform such other duties of a legal nature which may be assigned to him by RCB.
9. The Counsel shall not take up any case against RCB during the period of empanelment.
10. The Counsel shall hold the office at the pleasure of RCB.
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 Ministry of Law & Justice, Dept. of Legal Affairs, Government of India vide No.26(1)/2014/judl. Dated 01.10.2015 (as amended from time to time) and any other instructions issued by Ministry of Law & Justice, Dept. of Legal Affairs from time to time.
12. No retainer fee, TA/DA or fixed Telephone Bills shall be paid to any panel Advocate merely because such advocate has been empanelled.
13. In the event of any doubt or difference of opinion regarding the terms and conditions of empanelment, the decision of Executive Director, RCB shall be final and binding.

(C) EMPANELMENT AND TENURE OF COUNSEL:-

1. The applications received shall be scrutinized by RCB and the decision of the Centre shall be final.
2. The number of Counsels to be empaneled shall be determined by RCB 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 RCB.