

## **Empanelment of Advocate/Senior Advocates/Law Firms for filing/defending cases before Supreme Court, High Courts, District Courts, and other forums, other courts for handling the cases and protect the interest of Guru Ghasidas Vishwavidyalaya, Bilaspur**

The qualification, experience, schedule of fee and other terms & Conditions and the proforma for submitting application, are as under.

### **1. Eligibility**

The Advocates having minimum professional experience of at least ten years, who are well versed in legislation and litigation especially those which are being administered by the GGV besides constitutional law/ administrative law / contract law etc.

The attested copies of the following documents is required to be submitted with application:-

- (i) High School certificate
- (ii) Certificate of Registration with Bar Council/Bar Association
- (iii) Copies of empanelment with other Organizations
- (iv) Certificates in support of educational qualifications
- (v) Document showing experience.

### **2. Terms and Conditions**

- (i) The advocate shall not necessarily be empanelled for specific court and shall accept the work assigned to him. Refusal by any advocate to accept any work otherwise than on grounds of conflict of interest, may entail removal of such advocate from the panel.
- (ii) The empanelled Advocates will not delegate / assign cases to others and will deal the cases himself/ herself only.
- (iii) The empanelled Advocate shall maintain absolute secrecy and confidentiality about the cases of the GGV
- (iv) In case of empanelment of Law Firms, all the terms and conditions for empanelment of the individual Advocates shall apply mutatis mutandis to them.
- (v) The empanelled Advocate should have proper and adequate infrastructure in her/his office.
- (vi) The initial empanelment will be for one year and which can be extended for further years on the basis of performance and mutual understanding. Performance of empanelled advocates shall be reviewed from time to time. The GGV reserves the right to terminate the empanelment of any advocate at anytime without assigning any reason.

### **3. Payment of Fee and Other Conditions**

- (i) The fee payable to the Advocate shall be decided by GGV from time to time. However, the Competent Authority may, in exceptional cases consider payment of fee more than the fee prescribed, keeping in view the importance of the matter.
- (ii) The advocate empanelled/engaged may claim the fee for appearance only in cases of effective hearing.
- (iii) Where two or more cases involving substantially identical or similar questions of law or facts, one of such cases will be treated as a lead case and others as identical/ connected cases and the advocate/counsel shall be paid full fee for the main case and 10% of the fee of main case, for each of the identical or similar/connected case subject to a maximum of 10 cases only

- (vi) If an Advocate or Senior Advocate is required to appear in a Court/ Forum which is situated at a city other than the city where he ordinarily practices he/she shall be entitled to travel expenses.
- (vii) An undertaking shall be furnished by an advocate to the effect that all information furnished by him/her is correct.
- (viii) An advocate shall not advise any party or accept any case against the GGV in which he/she has appeared or is likely to be called upon to appear or advise.
- (ix) If the advocate happens to be a partner of a firm of lawyers or solicitors, it will be incumbent upon the firm not to entertain any case against the GGV arising in any court.
- (x) Number of impaneled lawyer will be decided by the University on the basis of their past performance. Mere eligibility will not entitle any advocate for being empaneled in the University.

The decision of the Vice Chancellor, Guru Ghasidas Vishwavidyalaya, Bilaspur shall be final in this regard.

#### **4. General Instructions**

- (i) Duly filled in applications should reach the to the Registrar Guru Ghasidas Vishwavidyalaya Bilaspur (C.G) 495001 by speed/registered post only, on or before 08-11-2021
- (ii) The University will not be responsible for postal delay in receipt of the application forms of the candidates
- (iii) (i) Application incomplete in any respect, (ii) without substantial proof of statements/information filled in application form shall not be considered.
- (iv) No deletion / alteration will be permitted in the application form after submission of applications.
- (v) The University shall verify the antecedents or documents submitted by an advocate at any time at the time of empanelment or during the tenure of the empanelment. In case, it is detected that the documents submitted by the advocates are fake or has a clandestine antecedents/background and has suppressed the said information, then his empanelment shall be terminated.
- (vi) The University reserves the right not to empanel any of the advocates if the circumstances so warrant.
- (vii) In case of any inadvertent mistake in the process of empanelment, which may be detected at any stage even after the issue of empanelment letter, the University reserves the right to modify/ withdraw/ cancel any communication made to the advocates.
- (viii) In case of any dispute/ambiguity that may occur in the process of selection, the decision of the University shall be final.
- (ix) Advocates should send self attested copies of certificates and other documents in support of their applications. Consequent upon adoption of self-certification provisions as required by the Govt. of India, the University shall process the applications entirely on the basis of information/ documents submitted by the advocates. In case the information/ documents are found to be false/ incorrect by way of omission or commission, the responsibility and liability shall lie solely with the advocates.

- (x) Canvassing in any form will be a disqualification.
- (xi) No interim correspondence shall be entertained.
- (xii) In cases of any disputes any suites or legal proceedings against the University, the jurisdiction shall be restricted to the Courts in Bilaspur (C.G.) which is the headquarters of the University.
- (xiii) The University reserves the right to revise/reschedule/cancel/suspend the empanelment process without assigning any reason. The decision of the University shall be final and no appeals shall be entertained.
- (xiv) Any change or amendment in this advertisement shall be displayed on the university website only, therefore the aspiring advocates are advised to visit University website regularly and remain updated.

REGISTRAR

## APPLICATION FORMAT

- (1) Name
- (2) Date of birth,
- (3) Educational qualifications
- (4) Date of Enrolment, Name of Bar Council (enclose copy of enrolment certificate)
- (5) Period of practice
- (6) Area of practice
- (7) Specialization, if any
- (8) Whether functioning as Central Govt. counsel/pleader (indicate period)]
- (9) Courts where the Advocate is practicing regularly
- (10) Date of enrolment as an Advocate and Registration No.
- (11) list of court cases handling/pleaded in support of experience.

Signature of Advocate

Address (office & residence)

Tel. No.

Mobile No.

Fax No.

E-mail