



भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान भोपाल

Indian Institute of Science Education and Research Bhopal

No. IISERB/Legal/Empl./2023-24/176

February 27, 2024

Expression of Interest

Empanelment of Advocates / Law Firms to represent the Indian Institute of Science Education and Research Bhopal (IISER Bhopal) before Hon'ble Supreme Court / High Courts/District Courts and other judicial/ Quasi-Judicial bodies.

1. Empanelment of Advocates / Law Firms

IISERs were created through a proclamation of Ministry of Education *{the then Ministry of Human Resource Development (MHRD)}*, Government of India, to promote quality education and research in science and related areas. IISERs were incorporated as Institutions of National Importance under the umbrella of the NITSER Act, 2007. Each IISER is a degree-granting Autonomous Institute.

IISER Bhopal aims to provide quality science education to UG and PG students. The prime focus of the Institute is to integrate science education with research. Also, the Institute is committed to impart high ethical values and create social and environment awareness.

The Indian Institute of Science Education and Research Bhopal, an autonomous body of the Ministry of Education (Government of India), proposes to Empanel Advocates / Law Firms to represent the Institute before Supreme Court / High Courts/ District Courts/ Labour Courts/ Taxation Laws/ Service Matters/and other judicial / Quasi-judicial bodies. The services of the Advocates / Law Firms will be mainly utilized in the matters/ litigation work being contemplated at various aforesaid forums and also for providing legal opinion on day-to-day affairs of the Institute.

The interested Advocates / Law Firms who are desirous to be considered for empanelment may apply to **Assistant Registrar (Legal), Indian Institute of Science Education and Research Bhopal campus, Room No. 103, First Floor, Main Building, by March 15, 2024 till 1700 Hrs.**

It must be noted that the existing empanelled Advocates / Law Firms of the Institute shall continue to be on panel until further orders.

The Institute invites applications for "**Expression of Interest**" from interested Advocates / Law Firms for the scope of work which inter-alia includes the following:

- i. Rendering legal services and providing opinion, as and when referred, on matters related to various laws.
- ii. Handling notices and other legal queries, as and when referred.
- iii. Representing the Institute before any court of Law or Tribunal or Statutory Body or Quasi-judicial authority or Arbitrator/ Arbitral Tribunal under the relevant Act(s) and any other proceedings, as and when referred.
- iv. Conducting due diligence, as and when referred.
- v. Providing legal opinion, advice related to legal matters of the Institute as and when referred.
- vi. Legal vetting of draft notices, agreements, bidding documents / tender documents, MoAs, MoUs etc.

2. Mode of empanelment:

1. The Advocates / Law Firms desirous to come on the panel of the Institute shall send their applications for empanelment to the Institute as per the format of application placed herewith as **Annexure 1**.
2. The Advocates / Law Firms who are shortlisted by the Institute will be communicated to appear before the Authorities of the Institute for their respective presentation on specified dates on the basis of which selection of Advocates / Law Firms for empanelment shall be done.

3. Eligibility of Advocates / Law Firms for empanelment:

In addition to the qualification prescribed, the Advocates / Law Firms are advised to carefully read and follow the eligibility criteria, instructions and terms & conditions for empanelment in IISER Bhopal more specifically mentioned herein below: -

- a) The Advocates / Law Firms must be a registered Advocates / Law Firms under relevant laws of India.
- b) The representative Advocate(s) or Associate(s) of the Law Firms must possess a Degree in Law from a University, recognized by the Bar Council of India.
- c) The Advocates / Law Firms should be considered having regards to their relevant experience and expertise in Civil Cases, Criminal Cases, Service Laws, Labour Laws, Taxation Laws, Consumer Forums, Public Premises & Eviction Laws and other Acts, Rules and Regulations relating to the educational institution or otherwise.
- d) The Advocates / Law Firms should have been on the panel of at least two Institute(s) / Organization(s), out of which one should be a Government / Semi-Government / Autonomous Institute/ Organization under the Central or State Government.

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- e) The advocate(s) / associate(s) of the Law Firms should have minimum professional / court experience in handling cases of Govt. organizations as follows: -
- i. For handling the cases of Supreme Court of India = 5years' experience in Supreme Court cases.
 - ii. For handling the cases of High Court = 5 years' experience in High Court cases.
 - iii. For handling cases at District Court / Tribunals =3 years' experience in these courts,
 - iv. For handling Arbitration cases =5years' experience in Arbitration cases.
- f) The Advocates / Law Firms should be well versed with the NITSER Act, 2007, the Statutes of IISERs and service rules applicable on a Central Government employee viz CCS (CCA) Rules, 1965, CCS (Conduct) Rules, 1965 etc.
- g) The Institute will also consider the following points for empanelment:
- i. Proper and adequate infrastructure of an advocate such as office premises, number of junior advocates, assistants, clerks and fax, mobile phone, fixed phone, internet connection etc.
 - ii. Track record and integrity.
 - iii. If considered necessary, an inquiry from the respective Bar Council / Bar Association about the claims and conduct of the advocate.
 - iv. If the Advocate is empanelled by other Regulators / organizations, opinion of those organizations more particularly empanelment in educational Institutes.

4. Disqualification for applying for empanelment:

The Advocates / Law Firms shall be treated as disqualified for empanelment if:

- (a) The Advocates / Law Firms s(s) has been debarred or blacklisted by any State or Central Government Authority or has been subject to any professional disqualification (suspension of licence) by the Bar Council of India.
- (b) The Advocates / Law Firms have any conflict of Interest.
- (c) Application of an individual Advocate(s) having their private practice shall not be considered for empanelment.

5. Tenure of Empanelment:

The initial empanelment will be for the period of three years or until further orders, whichever is earlier, and the services shall be availed from case-to-case basis.

The Competent Authority reserves the right to review the performance of the empanelled Advocates / Law Firms as and when required and whenever the Institute believes that the performance of the said Advocates / Law Firms is not satisfactory, the said Advocates / Law Firms may be removed from the panel by the Institute at any time without assigning any reason.

6. Duties of the Advocates / Law Firms

The Advocates / Law Firms shall have to perform the following duties:

- i. Represent the Institute before Supreme Court / High Courts / District Courts/ Labour Courts and other judicial / Quasi-judicial bodies.
- ii. Provide legal advice to the Institute on civil, criminal, service matters, taxation laws and such other matters arising in the course of administration of the Institute.
- iii. Keep Institute informed and updated on all important developments in the designated cases, dates of hearing, order of the court on the date of its pronouncement, supplying copy of judgment etc;
- iv. Furnish monthly statement about the cases represented by him/her before the various Court / Quasi-judicial bodies or any other authority and their status/ outcomes.
- v. Perform such other duties of legal nature which may be assigned by the Institute from time to time.
- vi. Timely appearance of the Counsel to contest the cases for Institute in the Court is must. His / her absence in the Court without any reasonable ground shall not be accepted.
- vii. Institute will send the information to the panel Advocates / Law Firms through email / SMS, regarding entrust of a case and after receiving email /SMS, it is the duty of the panel Advocates / Law Firms to collect the brief / copy of the petition along with entrustment letter from the Legal Cell, office of Institute.
- viii. It will be mandatory for Advocates / Law Firms to visit to the office of Institute from time to time through their representatives, as and when required by the Authorities of the Institute without any excuse, for providing legal opinion on any matter or case regarding the affairs of the Institute so as to enable the Institute to strategize the matter or cases so that they can be handled efficiently. Non-adherence of the same shall be treated seriously and may have adverse impact on the empanelment of the said Advocate(s) / Advocates / Law Firms.

- ix. The Advocates / Law Firms shall depute any of their associate / Advocate at the office / department of Institute, as and when required by the authorities of the Institute for preparation of brief(s)/ notices/ pleading(s) / legal documents(s) etc. in consultation with the concerned department of the Institute.
- x. 20% of the fees payable to the counsel shall be deducted if the certified copy of the judgment is not handed over to the Legal Cell of the Institute within Fifteen days (excluding the time taken by the Court in preparation of the Copy) from the date of judgment. Such deduction may be relaxed if the counsel submits reasonable grounds for such delay, acceptance of which shall be at the sole discretion of the competent authority of the Institute.

7. General instructions

- i. The nature of empanelment of an Advocates / Law Firms is purely on cases to case basis and no claim for retainer ship by the panel Advocates / Law Firms shall be entertained.
- ii. In cases where an advocate(s) / associates(s) of the Advocates / Law Firms appears on behalf of the Institute and on the request of the Ministry of Education or otherwise, interests of UoI shall have also to be protected, no extra fees shall be paid to the Advocates / Law Firms for safeguarding the interests of Ministry of Education or UOI.
- iii. In case, the Institute drafts a reply / pleadings or miscellaneous applications which are afterwards sent to the counsel for legal vetting, an amount equivalent to 25% of the charges mentioned above for drafting such documents is liable to be deducted.
- iv. Institute will be at liberty to engage any Advocate(s) / Advocates / Law Firms of its own choice and the empanelled Advocates / Law Firms shall make no claim to that effect. Mere empanelment of Advocates / Law Firms shall not bind the Institute to necessarily assure of giving any particular case or matter or obtaining any services from the said Advocates / Law Firms or to pay any fees or charge thereof.
- v. The allotment of a case or matter to the empanelled Advocates / Law Firms shall be solely at the discretion of the Institute.
- vi. An empanelled Advocates / Law Firms shall return all the case file(s) / document(s) / record(s) being assigned to them during the empanelment to the Institute upon termination, completion, and non-renewal of the empanelment, as the case may be.
- vii. During the term of empanelment and thereafter, the empanelled Advocates / Law Firms and its associates / advocates shall

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maintain utmost confidentiality and secrecy of the matters pertaining to Institute.

- viii. The Advocates / Law Firms shall unconditionally accept the terms and conditions of the empanelment prescribed by Institute and shall submit an undertaking to that effect as placed herewith as **Annexure-2**
- ix. The Institute will empanel as many as Advocate(s) / Advocates / Law Firms as may be deemed necessary depending upon the area of specialization and expertise of the Advocate(s) / Advocates / Law Firms and no objection shall be entertained in respect thereof.
- x. The Institute reserves the right to revise the schedule of rates / fees and allowances from time to time which shall be conveyed to Advocates / Law Firms from time to time.
- xi. Effective Hearing for the purpose of claiming the fees means a hearing in which either one or more parties involved in the case are heard by the Court/Tribunal/Commission on the facts or law of the case. If the case is mentioned by the other side and adjourned or only when directions are given or only judgment is delivered by the Court/Tribunal/Commission, the same shall be a non-effective hearing.

8. Conflict of interest:

- i. The Advocates / Law Firms or any of its associates / advocates shall not advise any party or accept any case against the Institute in which he/she has appeared or is likely to be called upon to appear for or advise which is likely to affect or lead to litigation against the Institute;
- ii. If the empanelled Advocates / Law Firms or any of its associates, at any relevant period, is a partner of a firm of lawyers or solicitors, which take up or advises a person or a party who is or is likely to be moving against the interest of the Institute, it shall be incumbent upon the advocate/ Advocates / Law Firms to disclose the same and a decision to withdraw a case or matter from such empanelled advocate / Advocates / Law Firms shall be taken by the Institute; however, non-disclosure of such information shall make liable the empanelled Advocate(s) / Advocates / Law Firms to be removed from the panel.
- iii. The Advocates / Law Firms or any of its associates shall not take up any case or advice any person or party against the interest of the Institute, which in the opinion of the Institute amounts to conflict of interest.

9. Fees / Remunerations

1. The fees/ payments of the empanelled Advocates / Law Firms shall be as per the following:

(a) rates approved by the Department of Legal Affairs, Ministry of Law & Justice, Government of India vide Office Memorandum No. 26(1)/2014/judl. dated 01/10/2015 as amended from time to time. The said OM dated 01/10/2015 is placed herewith as **Annexure - 3**.

(b) rates mentioned under the **Annexure 3A** which has been devised in reference with the UGC model of empanelment of advocate(s), which is the nodal agency for setting up the standards of Education in India.

It is to be noted that the empanelled Advocates / Law Firms shall invariably claim the fees as per the rates mentioned under Annexure 3 above, however, in absence of clarity regarding the claim of rates as per Annexure 3, the rates mentioned under the Annexure 3A may be referred.

(c) All payments of fees shall be done by the Institute against the proper bills raised by the Advocate(s) / Legal Counsel(s)/ Advocates / Law Firms along with the supporting relevant documents substantiating the claim as per the rates enclosed herewith as **Annexure - 3& 3A**.

(d) Advocates / Law Firms s(s) shall ensure timely submission of bills which shall be made soon after the commissioning of the event but the same shall not be later than 30 days or before the completion of financial year whichever is earlier.

2. **Termination of empanelment of the Advocates / Law Firms:**

The Institute reserves the right to terminate the empanelment of the Advocates / Law Firms with one month's notice including but not limited to in case of violation of any terms & conditions of the responsibilities/ duties of the Advocates / Law Firms or if in the opinion of the Institute, the performance of the empanelled Advocates / Law Firms is not satisfactory.

The Advocates / Law Firms may also terminate their services from the Institute empanelment by serving one month's notice.

Assistant Registrar (Legal)

Proforma for application for the Empanelment of Advocate(s) / Law Firm(s) in Indian Institute of Science Education and Research Bhopal

1	Name of the Advocate / Law Firm			
2	PAN No./ TAN No./GST No.			
3	Constitution			
4	Address			
5	Contact No's			
6	E-mail Address			
7	Name of the Partners / Associates			
8	Date of incorporation			
9	Number of advocates employed			
10	Brief list of Clients eg Govt. Department / Autonomous Body/ Universities			
11	If on panel of any Govt Department / Autonomous Body / University then please mention	Name of Department / Autonomous Body University	On panel from ... to	Number of cases assigned
12	Details of Experience / Area of practice in relevant field			
Sr. No.	Area of Practice	Court / Tribunals / Commission etc of practice	Period of practice	
A				
B				
C				

13. Details of landmark cases defended on behalf of any Govt Department/ Autonomous Body / University etc.

(a) Before Central/State Administrative Tribunals

Sr. No.	Title of matter	Date of Judgment	Details of Tribunal	Pl provide copy (attach the proof of association with this matter)

(b) Before Hon'ble High Court

Sr. No.	Title of matter/Case details	Citation	Date of Judgment	Name of Court & details of Bench (Single/DB)

Landmark Judgments

Sr. No.	Title of matter/Case details	Citation	Date of Judgment	Name of Court & details of Bench (Single/DB)

(c) Before Hon'ble Supreme Court

Sr. No.	Title of matter/Case details	Citation	Date of Judgment	Details of the Bench

Landmark Judgments

Sr. No.	Title of matter/Case details	Citation	Date of Judgment	Details of the Bench

14. Details of profiles of Partners/Sr. Associates/Associates

Sr. No.	Name of the Partners/Sr. Associates/Associates	Name of University/Law College/Institute year of Law Graduation	Year of Enrolment & Bar Membership No.	Total Cases handled so far	Years of experience in the relevant field

15. Details of Juniors/Associates available for Legal Work:

Sr. No.	Name of the Advocate/Junior/Associate	Name of University/Law College/Institute/year of Law Graduation	Year of Enrolment & Bar Membership No.	Total Cases handled	Years of experience in the relevant field

16. Any other information you may like to give:

17. A brief note on suitability for empanelment:

18. List of enclosures:

DECLARATION

- 1) I declare that I / our firm or any member thereof have never been penalized by any Bar Council in any Disciplinary Proceedings.
- 2) I undertake that the information given above is true and correct. I also undertake to maintain absolute secrecy about the cases of the Indian Institute of Science Education and Research Bhopal.
- 3) I agree to the terms and conditions for engagement and placement on panel.

(Signature of Advocate / Managing Partner with Seal)

Name:.....
 Address(office).....
 Tel.No.....
 MobileNo.....
 FaxNo.....
 E-mail.....

UNDERTAKING

I/ We hereby agree to unconditionally accept all the terms and conditions of the Expression of Interest dated February 15, 2024 for Empanelment of Law Firms and specifically agree to the Schedule of rates as mentioned in the Annexure – 3& 3A without any deviations.

I / We undertake that the Institute reserves the right to terminate the empanelment on account of violation of any terms & conditions spelled out in the Expression of Interest.

I / We also undertake and understand that the specified rates for works under the said EoI are subject to revision from time to time, which shall be appropriately adhered by me / my Firm from time to time.

Authorized Signatory of the Law Firm

No. 26(1)/2014/judl.
Government of India
Ministry of Law & Justice
Department of Legal Affairs
Judicial Section

New Delhi the 1st October, 2015

OFFICE MEMORANDUM

Sub: Revision of fee payable to various categories of Central Government counsel.

In partial modification to this Department's various OMs issued from time to time, the undersigned is directed to convey approval of Competent Authority for the revision of the fee structure applicable to Government counsels of all the categories with immediate effect as per the details given below:-

(A)

The Fee structure applicable to Group 'A' 'B' and 'C' panel Counsel in Supreme Court:-

Sl.No.	Item of work	Revised fee Group 'A' Panel Counsel	Revised fee Group 'B' & 'C' Panel Counsel
1.	All Regular Appeals and defended Writ Petitions(for final hearing)	₹13,500/-per case per day	₹ 9,000/- per case per day
2.	All defended Admission matters (SLP/TP and writ petitions & other misc. matters for admission)	₹ 9,000/-per case per day	₹ 4,500/-per case per day
3.	Settling of pleadings	₹ 5,250/- per case	----
4.	Appearance in Miscellaneous Applications	₹ 4,500/-per case	----
5.	Conference	₹ 900/- per conference	----
6.	Out of Head quarter	₹ 13,500/- daily fee for the days of his absence from HQ	₹ 9,000/- daily fee for the days of his absence from HQ.
7.	Conveyance charges for performing local journey while outside Headquarter.	₹ 1, 500/-	₹ 1,500/-
8.	Clerkage	NIL	NIL
9.	Drafting SLP/Counter Affidavit/Rejoinder etc.	---	₹ 3,000/- per case
10.	Drawing Written Submission	---	₹ 3,000/- per case

11.	Drafting or Appearance in Miscellaneous Applications (including mentioning of the case/Caveat/Clearance/obtaining the number and taking date for hearing)	---	₹ 3,000/-per case
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All other terms and conditions applicable to Group 'A', 'B' and 'C' Panel Counsel in Supreme Court in the pre-revised OM No. 21(04)/1999-Judl. dated 24.09.1999 read with OM No. 21(05)/ 2011-Judl. dated 01.10.2011 shall continue to remain applicable unless specifically revoked/revised.

(B)

The Fee structure applicable to Assistant Solicitors General of various High Courts, Central Government Standing Counsel of Delhi High Court (CGSC), Senior Central Government Standing Counsel (Sr. CGSC) of various Benches of CAT and Senior Panel Counsels in various High Courts/ CAT Benches (excluding the High Courts of Bombay and Calcutta) as per the following rates:-

Sl. No.	Item of work	Revised fee
1.	Retainer Fee of:- Assistant Solicitor General of various High Courts, Central Government Standing Counsel of Delhi High Court (CGSC) and, Senior Central Government Standing Counsel (Sr. CGSC) of various Benches of CAT .	₹ 9000/- per month.
2.	Suits, Writ Petitions and Appeals, including oral Applications for Leave to Appeal to Supreme Court in Writ Petitions.	₹ 9000/- per case per day of effective hearing in case of non-effective hearing ₹ 1500/- per day subject to a maximum of 5 hearing
3.	Application for Leave to Appeal to Supreme Court in Writ Petitions.	₹ 3000/- per case
4.	Settling pleadings	₹ 3000/- per case
5.	Miscellaneous Application	₹ 3000/- per case
6.	Conference	₹ 900/- per conference subject to:- (i) for setting pleadings- one conference. (ii) In respect of hearing of Writ matters, Suits, appeals and Supreme courts leave applications etc- Three conference (Maximum)
7.	Miscellaneous and out of pocket expenses	As per actual to the satisfaction of the administrative Ministry/ Department.

All other terms and condition applicable to Senior Panel Counsels in various High Courts/ CAT Benches (excluding the High Courts of Bombay and Calcutta in to this Department's, OM No. 24(2)/99-Judl., OM No. 26(1)/99-Judl., OM No. 25(3)/99-Judl., and OM No. 26(2)/99-Judl., all dated 24.09.99, read with OM No. 26(1)/2005-Judl. dated 31.01.2008 and OM No. 26(1)/2011-Judl., dated 01.10.2011, shall continue to remain applicable unless specifically revoked/revised.

(C)

Revision of the fee structure applicable to the Panel Counsel of High Courts as well as of CAT Benches of Bombay and Kolkata:-

Sl.No.	Item of Work	Special Counsel	Senior Counsel Group. I	Senior Counsel Group. II	Jr. Counsel Advocate on record
1.	Suits, Appeals, Writ /Revision Petitions including Special Civil Application in the High Court. Per conference/Consultation	₹ 9000 ₹ 900	₹ 6000 ₹ 750	₹ 3750 ₹ 600	₹ 1800 ₹ 450
2.	Application including Interim Motions, Notices, Appeals, Leave Application, Arbitration, Company Matters, Criminal Revision and other Land Acquisition References (per day per effective hearing) Per conference/Consultation	₹ 3000 ₹ 900	₹ 3000 ₹ 750	₹ 2250 ₹ 600	₹ 1350 ₹ 450
3.	Drafting or Settling Pleadings, and Affidavits (per pleadings) Per conference/Consultation	₹ 3000 ₹ 900	₹ 1800 ₹ 750	₹ 1500 ₹ 600	₹ 1050 ₹ 450
4.	Appearance before Arbitration and Tribunals, etc and Courts other than High Courts (Per day per effective hearing) Per conference/Consultation	₹ 7500 ₹ 900	₹ 6000 ₹ 750	₹ 3750 ₹ 600	₹ 2250 ₹ 450
5.	Chamber Application, including Adjournment Application per day inclusive of consultation	NIL	₹ 1500	₹ 900	₹ 600
6.	Written opinions and written advice including advice on evidence (inclusive of consultation)	₹ 3750	₹ 2250	₹ 1350	₹ 1050

All other terms and conditions applicable to the Counsels of High Courts as well as of the CAT Benches of Bombay and Kolkata in the pre-revised OM No. 23(2)/2001-Judl. & OM No. 22(02)/2001 dated 14th July, 2001 read with 23(2)2011-Judl. dated 1st October, 2011 shall continue to remain applicable unless specifically revoked/revised:-

Note:- There will be no ceiling on the number of conference/ consultation in the case of Special Counsel, however in the case of other categories of Counsels, the number of conferences per cases will be limited to four (relaxable to six at the discretion of the Incharge (Litigation) of Branch Secretariat, Mumbai/Kolkata.



(D)

The Fee structure applicable for Panel Counsel, Delhi High Court and Central Govt. Counsel/ Pleader of various High Courts (including Panel Counsel of various CAT, Benches) excluding the High Courts of Bombay and Calcutta, as per the following rates:-

Sl.No.	Item of Work	Revised fee
1.	Civil or Criminal Writ Petitions under Article 226 & 227 of the Constitution, Contempt Petitions, Criminal/Civil Revision Petitions, Reference to the High Court under Sales Tax Act and Banking Company Petitions,	₹2250/- per effective hearing ₹450/- per non-effective hearing (subject to maximum of five hearings in a case)
2.	Original Suits, Civil Appeal from Decrees in Suits and proceedings including second appeal and land acquisition appeal except LPA from Petitions under Article 226 & 227 of the Constitution (including drafting fee)	Ad. Valoram/regulation fee (subject to maximum of ₹ 45,000/- in a case.)
3.	Company Petitions	To be regulated by the rule contained in Appendix (iii) of the Company (Court) Rules, 1959
4.	Drafting of pleadings counter affidavits/returns/answer to Writ Petitions/Grounds of Appeal and application for leave to appeal to the Supreme Court	₹ 1,350/- per pleading
5.	Drafting of Civil Misc. applications to petitions under the Indian Succession Act, Contempt of Court proceedings and other proceedings of an original nature	₹1,125/- per petition
6.	Civil Misc. petitions, forma paupers, transfer petitions and other civil misc. petitions of routine nature	₹ 450/- per petition
7.	Consultation /conference fee	₹ 450/- per conference (subject to maximum of 4 conferences in a case)

8.	Appearance before the High Court in application under Section 34 & 37 of the Arbitration and Conciliation Act, 1996 Appearance before Arbitrator/Umpires etc.	₹2,250/- per effective hearing ₹ 450/- per non-effective hearing (subject to a maximum of 5 hearing in a case). ₹ 450/- per non-effective hearing (subject to a maximum of 5 hearings in a case).
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All other terms and condition applicable to above mentioned Counsels in to this Department's, in OM No. 24(2)/99-Judl., OM No. 26(1)/99-Judl., OM No. 25(3)/99-Judl. and OM No. 26(2)/99-Judl, all dated 24.09.99 read with OM No. 26(1)/2005-Judl. dated 31.01.2008 and shall continue to remain applicable unless specifically revoked/revised.

(E)

The Fee structure Standing Govt. Counsel and Additional Standing Govt. Counsel in the District and Subordinate Courts:-

Sl.No.	Item of work	Revised fee
1.	Retainer fee for Standing Govt. Counsel	₹ 6000 per month
2.	Fee for effective hearing	₹ 1800 per day
3.	Fee for non-effective hearing	₹ 600 per day (not more than 5 such hearings in a case)
4.	Fee for drafting Written Statement, Grounds of Appeal etc.	₹ 1500 per pleading
5.	Fee for drafting other pleadings of misc. nature	₹ 600 per pleading
6.	Fee per Conference	₹ 900 (subject to maximum of 5 such conferences in a case / group of identical cases)
7.	Daily fee for out of Headquarters	₹ 2700 per day
8.	Conveyance charges for local journey outside Headquarters	₹ 900 (lump sum)
9.	Expenses for stay in hotels	₹ 1800 per day
10.	Clerkage	@ 10% of total fee excluding miscellaneous and out of pocket expenses (maximum ₹ 5250 in a case)
11.	Fee for identical Cases	Full fee in the 1 st case and ₹ 750 in per suit for connected cases (max. 3 cases)
12.	Miscellaneous and out of pocket expenses	As per actual to the satisfaction of the administrative Department.

All other terms and conditions applicable to above mentioned Counsels in to this Department's, OM No. 27(11)/1999-Judl dated 24.09.1999 read with OM No. 27 (25)/2011-Judl. dated 01.09.2011, shall continue to remain applicable unless specifically revoked/revised.



(F)

The Fee structure applicable to Senior/Junior Arbitration Panel Counsel:-


Sl. No.	Details of work	Proposed Revised fee
1.	Fee for effective hearing Senior Counsel Junior Counsel	Rs. 2,250/- per appearance Rs. 1,500/- per appearance
2.	Fee for non-effective hearing Senior Counsel Junior Counsel	Rs. 450/- per appearance Rs. 300/- per appearance (maximum four such hearings)
3.	For drafting pleadings Senior Counsel Junior Counsel	Rs. 1,500/- per pleading Rs. 750/- per pleading
4.	Conference fee Senior Counsel Junior Counsel	Rs. 450/- per conference Rs. 300/- per conference (maximum three such conferences in a case)
5.	Daily fee out of Headquarters Senior Counsel Junior Counsel	Rs. 3,000/- per day Rs. 2,250/- per day

All other terms and conditions applicable to OM No. 30(3)/99-Judl. dated 24.09.99 read with OM No. 26(1)/2005/Judl. dated 31.01.2008, shall continue to remain applicable unless specifically revoked/revised.

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2. The above revised fee will be effective from 01.10. 2015.
3. **The counsel will be paid fee at the old rates in respect of their appearance in the Court etc. and other work done by them prior to 01.10. 2015 and at the revised rates in respect of the work done by them on/ after 01.10. 2015.**
4. This issues with the approval of the Ministry of Finance, Department of Expenditure E.II(B) Branch, ID Note No.9 (11)/99-E.II(B) dated 02.03.2015 and 07.08.2015.

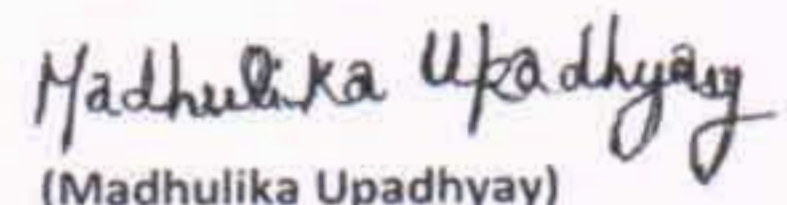

(Suresh Chandra)

Joint Secretary and Legal Adviser
Tele No. 23387806



Copy to:

1. All Ministries/Departments to the Government of India.
2. Incharge, Central Agency Section, Litigation (HC) Section, Litigation Lower Courts Section. All Groups-A, B & C panel counsel of Supreme Court through Incharge, Central Agency Section.
3. All Senior Panel Counsel of High Courts/ CATs through concerned Assistant Solicitors General in High Courts/ Sr. CGSC of CATs Benches.
4. All Assistant Solicitors General in various High Courts/ Sr. CGSC of CATs Benches.
5. All Central Government Standing Counsel/Central Government Pleaders of Delhi High Court.
6. All Asstt. Solicitors General/Central Legal Adviser of various High Courts.
7. All Senior Central Government Standing Counsel/Addl. Central Government Standing Counsel of various CAT Benches.
8. All Standing Govt. Counsel and Additional Standing Govt. Counsel before various District and Subordinate Courts as per the list.
9. All Senior/Junior Counsel of the Arbitration Panel.
10. All Special Counsel, Senior Counsel Group-I, Senior Counsel Group-II and Junior Counsel of High Courts as well as CATs Benches of Bombay and Kolkata through the concerned Incharge of Branch Secretariat of Bombay and Kolkata.
11. Incharge, Branch Secretariats Mumbai/ Kolkata/ Chennai/ Bangalore.
12. All Sections of Department of Legal Affairs.
13. Legal Advisor, Railway Board, New Delhi (with 5 spare copies).
14. Department of Personnel and Training (AT Section), New Delhi (with 5 s/copies.)
15. Joint Secretary (Legal), Department of Revenue, Ministry of Finance, New Delhi (with 5 s / copies)
16. CBDT, Department of Revenue, Ministry of Finance, New Delhi (with 5 s / copies).
17. Branch Secretariats Mumbai/Calcutta/Chennai/Bangalore.
18. Ministry of Urban Development, Nirman Bhawan, New Delhi.
19. Department of Expenditure, Ministry of Finance, New Delhi w.r.t. their ID Note No.9 (11)/99-E.II(B) dated 02.03.2015 and 07.08.2015..
20. DGS&D, New Delhi
21. NIC Cell with the request to upload the same in the website of this Department.
22. Judicial Section with 50 spare copies.
23. O.L. Section for Hindi translation.


(Madhulika Upadhyay)

Central Govt. Advocate
Tel. 23389006

Schedule of fee and allowances***Fees for Panel Advocate(s) / Law Firm(s) in various Courts /Tribunals/Commissions etc.***

Sl. No.	Item of Work	Rates
1.	Fee for appearance in Supreme Court	Rs.9,000/- per case per day (for effective hearing); Rs.1000/- per case per day (for non-effective hearing, subject to a maximum of 5 hearings)
2.	Fee for appearance in High Court	Rs.4,000/- per case per day (for effective hearing); Rs.1000/- per case per day (for non-effective hearing, subject to a maximum of 5 hearings)
3.	Fee for appearance in Tribunals/Commissions	Rs.3,000/- per case per day (for effective hearing); Rs.1,000/- per case per day (for non-effective hearing, subject to a maximum of 5 hearings)
4.	Fee for appearance in District Courts/ Subordinate Courts	Rs.2,500/- per case per day (for effective hearing); Rs.1,000/- per case per day (for non-effective hearing, subject to a maximum of 5 hearings)
5.	Fee for drafting SLP/ Writ Petition/Transfer Petition/Counter Affidavit	Rs.5,000/-
6.	Fee for drafting Additional Affidavit/ Miscellaneous Applications etc.	Rs.4,000/-
7.	Fee for Legal Opinion / Legal Notices	Rs.4,000/-
8.	Fee for Filing appeals (revision/review) on behalf of Institute	Rs.6,000/- per case
9.	Clerkage <i>(no clerkage will be paid on simple adjournment)</i>	10%
10.	Miscellaneous Charges	As per actual
11.	Similar/Identical Cases	Where in two or more cases involve substantially identical questions of law or facts and where the main difference is in the names, addresses of the

		parties concerned, amount of money involved, etc., and/or where common or identical judgments are delivered, irrespective of the fact that all the cases are heard together or not, the Counsel/Advocate shall be paid the full amount in the main case and Rs.250/- per case per effective hearing for each of the connected case(s). SLP/petitions of appeal arising out of one common judgment or order will be considered as one case, if they are heard together;
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Note:

- i. Conveyance charges @Rs. 1000/- (if, applicable)*
- ii. TA/ DA / Accommodation as per Institute rules @ equivalent to pay level of 10 for outstation visits. (if, applicable)*
- iii. In case, the Institute drafts a reply / pleadings or miscellaneous applications which are afterwards sent to the counsel for legal vetting, an amount equivalent to 25% of the charges mentioned above for drafting such documents is liable to be deducted.*