

NATIONAL HIGHWAYS & INFRASTRUCTURE DEVELOPMENT CORPORATION LIMITED

(Head Office: 3rd Floor, PTI Building, 4-Parliament Street, New Delhi-110001)

No.NHIDCL/NIT/LegalServices/Admin2019

Dated: 06.06.2019

EXPRESSION OF INTEREST (EOI)

FOR EMPANELMENT OF (I) DESIGNATED SENIOR ADVOCATE(S) (II) ADVOCATE(S) WITH MORE THAN 18 YEARS OF EXPERIENCE AND (III) LAW FIRM(S) FOR NATIONAL HIGHWAYS & INFRASTRUCTURE DEVELOPMENT CORPORATION LIMITED

National Highways & Infrastructure Development Corporation Ltd. (hereinafter referred as 'NHIDCL'), is a Public Sector Enterprise under the Ministry of Road Transport & Highways, Government of India. The corporation promotes surveys, establishes, designs, builds, operates, maintains and upgrades National Highways and Strategic Roads, including interconnecting roads in parts of the country which share international boundaries with neighboring countries. NHIDCL's Corporate Office is located in Delhi at 3rd Floor, PTI Building, 4-Parliament Street, New Delhi-110001. Further, details of the organization can be obtained from our website www.nhidcl.com.

2. NHIDCL invites "Expression of Interest" from (I) DESIGNATED SENIOR ADVOCATE(S) (II) ADVOCATE(S) WITH MORE THAN 18 YEARS OF EXPERIENCE AND (III) LAW FIRM(S) for empanelment in NHIDCL for providing legal services for its various matters before Hon'ble Supreme Court of India, High Court of Delhi, National Green Tribunal, Debts Recovery Tribunal, NCLT/NCLAT, District Courts, Statutory Authorities and other judicial fora in Delhi and if required outside Delhi, to defend NHIDCL.

3. CRITICAL DATES:

(i) Last date for submission of proposal: 04 July, 2019, (upto 1600 hrs).

(ii) Pre Bid Meeting: 20 June, 2019, (1600 hrs).

(iii) Reply to Pre bid meeting queries (to be posted only on website of NHIDCL) : 24th June, 2019, (1700 hrs).

4. ELIGIBILITY CRITERIA:

4.1 The proposal so received from applicants/firms (Designated Senior Advocate /Advocate(s) with more than 18 years of experience and Law firm(s) shall be evaluated by a Committee on the prescribed criteria. Please note that only such applicants shall be considered for empanelment who would score a minimum 60 marks out of 100 marks of the following criteria:

Sr. No.	Parameters	Marks
A. DESIGNATED SENIOR ADVOCATE(S)		
1	Length of experience in providing legal services in Highways/ Infrastructure Sector of Govt. of India/State Govt./ Autonomous Bodies. (The applicants have to submit documentary proof thereof and a list of clients)	Maximum 25 marks as follows: i. Above 25 years = 25 ii. Above 20 to 25 years =20 iii. Above 15 to 20 years =15 iv. 15 years or below = 0 (zero)
2	Number of Clients from Highways / Infrastructure Sector of Govt. of India / State Govt. / Autonomous Bodies , on behalf of whom minimum 3 (three) appearance were given before the Hon'ble Courts, for each client for the preceding last 3 (three) financial years. (The applicants have to submit documentary proof thereof and a list of clients)	Maximum 15 marks as follows: i. Above 10 Clients = 15 ii. Above 5 to 10 Clients = 10 iii. 5 or below clients = 5
3	Number of years of services as Designated Sr. Counsel in the High Court of Delhi / Supreme Court of India. (The applicants have to submit documentary proof thereof)	Maximum 10 marks as follows: i. Above 10 years = 10 ii. Below 10 years = 5
4	Arbitral Awards passed in favour of the client duly represented by the Designated Senior Advocate on behalf of PSU/ Govt. Deptt.	Maximum 15 marks as follows: 05 (five) marks shall be given for each award passed by the Arbitral Tribunal in contractual disputes of PSU/ Govt. Deptt. (Subject to submission of details/brief of the same)
5	Judgments of Hon'ble High Courts in Contractual/ Arbitration/Recovery/Writ matters (in which the Designated Sr. Counsel appeared on behalf of PSU/ Govt. Deptt.)	Maximum 15 marks as follows: Maximum 05 (five) marks shall be given for each case on contractual /Arbitral/ Recovery/Writ matters of PSU/ Govt. Deptt. decided by the Hon'ble High Court (subject to submission of the judgement).
6	Judgments of Hon'ble Supreme Court in Contractual/Arbitration/Recovery/Writ matters (in which the Designated Sr. Counsel appeared on behalf of PSU/ Govt. Deptt.)	Maximum 15 marks as follows: Maximum 05 (five) marks shall be given for each case on contractual / arbitral disputes of PSU/ Govt. Deptt. decided by the Hon'ble Division Bench of the High Court (subject to submission of the judgement).
7	If already empanelled with NHIDCL.	5 (five) marks.

Sr. No.	Parameters	Marks
B. ADVOCATE(S) WITH MORE THAN 18 YEARS OF EXPERIENCE		
1	Length of experience in providing legal services in Highways/ Infrastructure Sector of Govt. of India/State Govt./ Autonomous Bodies. (The applicants have to submit documentary proof thereof and a list of clients).	Maximum 25 marks as follows: i. Above 25 years = 25 ii. Above 18 to 20 years = 20 iii. 18 years or below = zero (0)

2	Number of Clients from Highways / Infrastructure Sector of Govt. of India / State Govt. / Autonomous Bodies , on behalf of whom minimum 3 (three) appearance were given before the Hon'ble Courts, for each client for the preceding last 3 (three) financial years. (The applicants have to submit documentary proof thereof and a list of clients).	Maximum 15 marks as follows: i. Above 10 Clients = 15 ii. Above 5 to 10 Clients = 10 iii. 5 or below clients = 5
3	Arbitral Awards passed in favour of the client duly represented by the Counsel on behalf of PSU/ Govt. Deptt.	Maximum 15 marks as follows: 05 (five) marks shall be given for each award passed by the Arbitral Tribunal in contractual disputes of PSU/ Govt. Deptt. (Subject to submission of details/brief of the same)
4	Judgments of Hon'ble High Courts in Contractual/ Arbitration/Recovery/Writ matters (in which the Counsel appeared on behalf of PSU/ Govt. Deptt.).	Maximum 20 marks as follows: Maximum 05 (five) marks shall be given for each case on contractual /Arbitral/ Recovery/ Writ matters of PSU/ Govt. Deptt. decided by the Hon'ble High Court (subject to submission of the judgment).
5	Judgments of Hon'ble Supreme Court in Contractual/Arbitration/Recovery/Writ matters (in which the Counsel appeared on behalf of PSU/ Govt. Deptt.).	Maximum 20 marks as follows: Maximum 05 (five) marks shall be given for each case on contractual / arbitral disputes of PSU/ Govt. Deptt. decided by the Hon'ble Division Bench of the High Court (subject to submission of the judgment).
6	If already empanelled with NHIDCL.	5 (five) marks.

4.2 The proposal/application received from the Law Firms shall be evaluated on the following criteria. Please note that only such of the Law Firms shall be considered for empanelment that would score a minimum 60 marks out of 100 marks of the following criteria:

Sr. No.	Parameters	Marks
1	Length of experience in providing legal services in Highways/ Infrastructure Sector of Govt. of India/ State Govt./ Autonomous Bodies. (The applicants/ firms have to submit documentary proof thereof and a list of clients)	Maximum 25 marks as follows: i. Above 15 years = 25 ii. Above 10 to 15 years = 20 iii. Above 05 to 10 years = 10 iv. Below 05 years zero (0) marks
2	Number of Lawyers (LLB/LLM) enrolled in respective State Bar Council (<i>Please indicate enrolled number and enclosed a copy of the same</i>)engaged in the firm, having experience of more than 10 years in providing legal services in Highways/ Infrastructure sector of Govt. of India/State Govt./ Autonomous Bodies. (The applicants/ firms have to furnish CV's of the Lawyers/ Law consultant firm engaged in the firm).	Maximum 20 marks as follows: i. 11 and above persons = 20 ii. Above 5 persons to 10 persons = 15 iii. Above 3 persons to 5 persons = 10 iv. Below 03 persons =0 (zero)

3	Number of professional(s) having B. Tech (Civil)/ Diploma in Civil engineering engaged in the firm. (The applicants/ firms must submit proof thereof along with their proposals and enclose CV's of such professional).	<p>Maximum 10 marks as follows:</p> <ul style="list-style-type: none"> i. 02 persons = 10 Marks ii. 01 person = 08 marks
4	Level of Client Satisfaction (Certificate from client's organization to be attached)	<p>Maximum 20 marks as follows: (Only First 4 Certificates shall be taken into consideration).</p> <ul style="list-style-type: none"> i. 5 marks for each client Certificate with Outstanding/ Excellent service ii. 3 marks for Very Good, and iii. 2 marks for satisfactory service. <p><i>Applicants/ Firms are advised to place their best certificate's only</i></p>
5	Sound Financial standing of the Firms in terms of annual turnover, during the last three years i.e. 2015-16, 2016-17 & 2017-18 (relevant certificate from CA must be appended.)	<p>Maximum 20 marks as follows:</p> <ul style="list-style-type: none"> i. Above 05 Crore = 20 Marks ii. Above 03 to 05 Crore = 15 Marks iii. Above 01 to 03 Crore = 10 Marks iv. 01 Crore or below = zero (0) Marks
6	If already empanelled with NHIDCL	5 (five) marks.

5. Fixed schedule of charges payable:

Sr. No.	Item	Amount (in Rs.)
A. DESIGNATED SENIOR ADVOCATE(S)		
1	Fee for per effective appearance before the Supreme Court of India	65,000/-
2	For appearance before the High Court of Delhi, National Green Tribunal, Arbitral Tribunal and all other Courts/Tribunals	40,000/-
3	Conference	10,000/-
4	Written opinion	40,000/-
5	Settling/ Drafting	30,000/-
6	Miscellaneous expenses such as Court Fee/photocopy/ binding/soft copy preparation/typing etc.	As per actual bills
B. ADVOCATE(S) WITH MORE THAN 18 YEARS OF EXPERIENCE		
1	Fee for per effective appearance before the Supreme Court of India	30,000/-
2	For appearance before the High Court of Delhi, National Green Tribunal, Arbitral Tribunal and all other Courts/Tribunals	18,000/-
3	Conference	10,000/-
4	Settling / Drafting	18,000/-
5	Written opinion	18,000/-
6	Caveat	5,000/-
7	Miscellaneous expenses such as Court Fee/photocopy/ binding/soft copy preparation/typing etc.	As per actual bills

Sr. No.	Item	Supreme Court(SC)	High Court (HC)	National Green Tribunal, Debts Recovery Tribunal, Arbitral Tribunal (AT) and any other Tribunal	District Court	Any other
C. LAW FIRM(S)						
1	Fee appearance	13,000/-	11,000/-	11,000/-	5,000/-	
2	Conference	10,000	5,000/-	5,000/-	3,000/-	
3	Drafting of Petition / Special Leave Petition	15,000/-	13,000/-	13,000/-	9,000/-	
4	Drafting of Replies / Written Statement / Counter Affidavit, Rejoinder etc.	13,000/-	9,000/-	9,000/-	6,000/-	
5	Drafting of Civil Suit, Statement of Claim , Counter Claims	13,000/-	13,000/-	13,000/-	9,000/-	
6	Show Cause Notice, Reply to Show Cause Notice, Legal Notice, Reply to Legal Notice, Applications for	7,000/-	5,000/-	5,000/-	3,000/-	

	Direction, Stay etc.					
7	Written Opinion	11,000/-	9,000/-	9,000/-	3,000/-	
8	Caveat	7,000/-	5,000/-	5,000/-	3,000/-	
9	Miscellaneous expenses	Actual subject to submission of original bills				

6. Terms and Conditions:

6.1 The Empanelled Counsel shall represent NHIDCL and its Officers/Officials before the Hon'ble Supreme Court of India, Hon'ble High Court & the other judicial forum on behalf of NHIDCL, in the cases assigned to him/her.

6.2 The empanelled Counsel shall perform such other duties of a legal nature as may be assigned to him / her by NHIDCL.

6.3 The empanelled Counsel / Firm shall keep NHIDCL informed of all the developments of the matter, on its own, after every hearing and submit a case status report accordingly.

6.4 The empanelled Counsel / Firm shall assign a representative / Clerk with NHIDCL to carry out the coordination as well as to collect/deliver the documents / case papers in NHIDCL.

6.5 The Advocate(s)/Law firm(s) shall be paid as per prescribed fee schedule.

6.6 The fees of the Advocate/Law Firm shall be paid on presentation of invoice, and on submission of copy of the document drafted, if it is a drafting fee and submission of gist of proceedings or a copy of order/judgment where it is necessary in case the claim is for appearance fee reflecting the counsel's name. The Advocate/Law Firm shall submit its bill within one (1) month from the date on which the fee has accrued.

6.7 No fee shall be admissible for simple adjournment.

6.8 The tagged matters shall be considered as one (1) matter and no fee shall be paid except the main matter, however, separate drafting charges and miscellaneous expenses shall be paid accordingly.

6.9 No clerkage shall be payable.

6.10 The Advocates/Law Firms who are "Advocate on Record" shall be given preference.

6.11 NHIDCL will send the information to the panel advocates through post/ e-mail/SMS regarding entrustment of a case and after receiving the

communication/message, it is the duty of the panel advocate/law firm to collect the brief/copy of the petition.

6.12 Any conference by Advocate/Law firm with the Designated Senior Advocate shall be done only after confirmation from NHIDCL.

6.13 Whenever a Designated Senior Advocate is to be engaged, his charges shall be payable separately, including for conference, drafting, appearance, etc., directly to the Senior Advocate.

6.14 The Advocate/Law Firm shall keep NHIDCL informed of all the developments in the case from time to time particularly with regard to drafting, filing of papers, dates of hearing of the case, order of the court on the dates of its pronouncement, supplying certified copies of the judgment.

6.15 When any case is attended by the Advocate/law firm and if the same is decided against the NHIDCL then Advocate/Law Firm shall render his/her opinion, without any cost, regarding filing of an appeal arising out of such decision not later than five (5) working days from the date of receipt of copy of the judgment/order.

6.16 In case of outstation legal services (appearance / defending a matter outside Delhi), the prescribed appearance fee shall be doubled and TA, Food & Lodging shall be provided by NHIDCL. If high stakes of NHIDCL are involved, special fee may be considered.

6.17 NHIDCL shall have the right, in exceptional cases, to sanction for payment more than the fee mentioned in the approved schedule, keeping in view the importance of the matter, labour and extra effort put in by the Counsel/law firm in a particular case. It shall also have the power to fix the fee for eventualities which have not been mentioned in the schedule.

6.18 Fee of AG/ASGI, are not being stipulated as they are engaged in very few important cases and their fee varies from case to case depending upon the importance/stakes involved etc., in the matter as per Memo raised by them. Fee for such cases shall be decided by the Competent Authority depending upon requirement.

6.19 No retainer fee shall be paid to any panel Counsel/law firm merely because such Counsel/Law Firm is empanelled with NHIDCL.

6.20 The Advocate/Law Firm will be engaged by NHIDCL on case to case basis and the allocation of work shall be decided by NHIDCL at its sole discretion without assigning any reason whatsoever.

6.21 The Advocate/Law Firm will take necessary steps to protect the interest of NHIDCL in matters entrusted to him/her from time to time and no

statement shall made before any Court/Tribunal without obtaining prior consent from NHIDCL.

6.22 Unless a case is specifically assigned, the Advocate/Law Firm will not on its own receive Summons/Notices on behalf of NHIDCL; and even if any Summon/Notice is received and no Vakalatnama has been issued by NHIDCL, the law firm shall not otherwise deal with such cases on its own motion, but shall immediately inform NHIDCL about the details of the case.

6.23 Refusal by any advocate/law firm to accept any work without any reasonable cause (e.g. on grounds of conflict of interest), may entail removal of such advocate/Law firm from the panel of NHIDCL.

6.24 Empanelment does not confer any right or claim that the Advocate/Law Firm, shall be entrusted with the work of NHIDCL.

6.25 The Advocates/Law Firm, should not have been blacklisted/debarred by any Central Govt./State Govt./Government Company/Public Sector Undertaking/ Govt. bodies.

6.26 Any Counsel / Firm, whose brief/work has been discontinued /closed/ withdrawn / change of vakalatnama, obtained in the past by NHIDCL, shall not be eligible to participate in empanelment process.

6.27 The Advocates/Law Firm, should have adequate setup/infrastructure to deal with the matters.

6.28 The Advocate/Law Firm, shall not use the Company's name or symbol, logo in his/her letter heads, sign boards, name plates, advertisements, websites, etc., without explicit permission of NHIDCL.

6.29 In the event of any doubt or difference of opinion regarding the terms and conditions of empanelment, the decision of NHIDCL shall be final and binding and shall not be subject to challenge.

7. Right to Private Practice and Restrictions

7.1 The Advocate(s)/Law Firm shall have the right to private practice which should not, however, interfere with or be in the conflict to the efficient discharge of his duties as an empanelled Counsel/firm of the NHIDCL.

7.2 The Advocate/Law Firm shall not advise any party or accept any case against NHIDCL.

7.3 If the Advocate happens to be partner of a firm of lawyers or Solicitors, it will be incumbent upon the firm not to entertain any case against NHIDCL arising in any Court/Tribunal/Forum.

8. Debarment/Removal from panel:

The Advocate/Law Firm, shall be debarred/removed from empanelment, present and/or in future, in NHIDCL, if the Advocate/Law firm:

8.1 Obtains the empanelment on the basis of false information/misrepresentation of facts.

8.2 Hands over the brief or matter to another advocate without prior written permission of NHIDCL.

8.3 Fails to attend the hearing of the case without sufficient reason and prior information.

8.4 Fails to act as per NHIDCL's instructions or going against specific instructions.

8.5 Fails to return the brief when demanded or not allowing or evading to allow its inspection on demand.

8.6 Misappropriates the NHIDCL funds or earmarking/using the same towards his fee or for any unauthorized purpose without Authority's permission.

8.7 Making any of his associates or juniors to appear on behalf of any of the opposite parties in cases/ appeal related to NHIDCL's without permission.

8.8 Commits an act tantamounting to contempt of court, professional misconduct or gross negligence.

8.9 Is convicted in any offence resulting into arrest or detention or debarment by the Bar Council.

8.10 Pass on information relating to Authority's cases on to the opposite party/ Counsel which may cause prejudice to the Organization's interest.

8.11 Give false or misleading information to the Authority relating to the proceedings of the case.

8.12 Ask for frequent adjournments or not objecting to the adjournment moved by other party without sufficient reason.

8.13 Fails to maintain/honour confidentiality and secrecy of the company's data, statement and other information.

8.14 Threatens, intimidates or abuse any of the NHIDCL's employees, officers, or representatives.

8.15 Any act of canvassing/undue influence for empanelment/assignment of work.

Empanelment shall be liable to be cancelled due to occurring of any of the above events/disablements on the part of the Advocate/Law Firm.

9. The applications received shall be scrutinized by NHIDCL and the decision of the NHIDCL shall be final & binding and shall not be subject of challenge.

10. The number of Counsel / Law Firms to be empanelled shall be determined by NHIDCL based on its requirement.

11. The empanelment shall be made initially for a period of 2 (two) years. If performance is not found satisfactory, the services of the Designated Senior Advocate/Advocate with more than 18 years of experience/Law Firm, can be discontinued even before the initial two (2) years period and the decision of the NHIDCL shall be final.

12. The performance of the empanelled Advocate shall be continuously monitored and their continuation with NHIDCL shall depend on their performance.

13. Notwithstanding the above, NHIDCL reserves its right to review the services of Counsel / Firm at any point in time and if deemed fit, NHIDCL on its own prerogative be entitled to discontinue / withdraw/close the work/brief or obtain change of Vakalatnama.

14. NHIDCL reserves its right to engage any other Advocate of its choice, to perform duties that are assigned to empanelled counsel. An empanelled advocate/law firm shall have no claim that he/she alone should be entrusted with NHIDCL legal matters.

15. Mere submission of application/proposal for empanelment does not itself entitle any applicant for empanelment or confer any right to the Advocate/Law Firm to receive any work from NHIDCL.

16 **Miscellaneous Terms:**

- i. The applicant should sign & stamp on all pages of EOI document (including annexures) along with a duly filled and signed application in **(Annexure-A, B & C, respectively)** in a sealed envelope super scribed with **“For Empanelment of Advocate/law firm”** addressed to Dy. GM (Admn.), National Highways & Infrastructure Development Corporation Limited (Ministry of Road Transport & Highways, Government of India), 3rd Floor, PTI Building, 4-Parliament Street, New Delhi-110001. The last date for receipt of proposals is 04 July, 2019 (upto 1600hrs).
- ii. NHIDCL does not take any responsibility for loss of application in transit.
- iii. Application, along with annexures in hard copy, shall only be accepted.
- iv. Name of the Advocate/law firm along with complete address and telephone Nos./email/Correspondence/certificate etc. if so required should be mentioned.
- v. Format (Annexure-A,B,C respectively) of application must be completely filled in. Incomplete application will be rejected outrightly.

- vi. Over writing/Correction/ Erase and/ or use of white ink should be avoided. However, if any overwriting/correction/erase is inevitable, the same should be authenticated with the signature and seal of Advocate/Authorized person of Law Firm.
- vii. The Pre Bid Meeting shall be held on 20th June 2019 (1600 hrs.) in NHIDCL's Corporate Office located at 3rd Floor, PTI Building, 4-Parliament Street, New Delhi-110001. All queries relating to EOI shall be clarified in pre-bid meeting only. No individual communication relating to clarification about EOI shall be entertained.

17. Correspondence with applicant:

Except as provided in EOI, NHIDCL shall not entertain any correspondence with any applicant in relation to the acceptance or rejection of any application NHIDCL at its sole discretion and without incurring any obligation or liability, reserves the right, at any time to:

- a. suspend and /or cancel the EOI process and/or amend/ supplement the EOI process or modify the dates or other terms & conditions relating thereto.
- b. consult any applicant in order to receive any clarification or further information about the proposal.
- c. empanel or not to empanel any applicant.
- d. retain any information and/or evidence submitted to the NHIDCL by or on behalf of, and/ or relation to any applicant.
- e. independently verify, disqualify, reject and/or accept any and all submissions or other information and / or evidence submitted by or on behalf of any applicant.

18. NHIDCL shall notify the successful advocate/law firm in writing that his request for empanelment has been accepted.

19. National Highways & Infrastructure Development Corporation Limited, reserves the right to relax, any or all of the above conditions, reject one or all the proposals without assigning any reason thereof at its sole discretion.

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Dy. GM (Admn.)

Copy to:

PS to MD & Director (A&F), NHIDCL
IT Cell – for display in NHIDCL website

Application format**APPLICATION FOR EMPANELMENT OF DESIGNATED SENIOR ADVOCATE**

1. Name :
2. Date of Birth :
3. Educational Qualifications:

Sl. No.	Degree/Course	Institute/College/University	Year of Passing

4. Certificate of Practice and Experience Certificate:
Issued by Bar Council of India/ Bar Council of State/Supreme Court Bar Association (Please provide copy)
5. Details of Post Qualification Experience :

Sl. No	Date of enrolment of name in Bar Council/ (attach a copy of enrolment certificate)	Date of designation as Senior Advocate (attach a copy of proof thereof)	Court where the advocate is regularly practicing
1			

6. Particulars

(i)	Length of experience in providing legal services in Highways/ Infrastructure Sector of Govt. of India/State Govt./ Autonomous Bodies. (The applicants have to submit documentary proof thereof and a list of clients)	
(ii)	Number of Clients from Highways / Infrastructure Sector of Govt. of India / State Govt. / Autonomous Bodies, on behalf of whom minimum 3 (three) appearance were given before the	

	Hon'ble Courts, for each client for the preceding last 3 (three) financial years. (The applicants have to submit documentary proof thereof and a list of clients)	
(iii)	Number of years of services as Designated Sr. Counsel in the High Court of Delhi / Supreme Court of India. (The applicants have to submit documentary proof thereof)	
(iv)	Arbitral Awards passed in favour of the client duly represented by the Designated Senior Advocate on behalf of PSU/ Govt. Deptt.	
(v)	Judgments of Hon'ble High Courts in Contractual/ Arbitration/Recovery/Writ matters (in which the Designated Sr. Counsel appeared on behalf of PSU/ Govt. Deptt.)	
(vi)	Judgments of Hon'ble Supreme Court of India in Contractual/Arbitration/Recovery/Writ matters (in which the Designated Sr. Counsel appeared on behalf of PSU/ Govt. Deptt.)	

7. Office Address :

8. Telephone No. :

9. Mobile No. :

10. Email address :

11. Permanent Account Number (PAN) :

12. A brief note on suitability for empanelment (approx. 150 word):

13. Any other information you may like to give :

14. List of enclosures : Following self-attested documents (as applicable):

- i. A copy of LL.B. degree.
- ii. Certificate of Practice and Experience Certificate issued by Bar Council of India/ Bar Council of State/Supreme Court Bar Association.
- iii. Proof of designation received as Designated Senior Advocate.
- iv. A copy PAN Card of self.
- v. A copy of complete EOI document (issued by NHIDCL) duly signed and sealed as a token of acceptance of all terms and conditions.
- vi. Documentary proof showing empanelment with Highways/ Infrastructure Sector of Govt. of India/State Govt./Autonomous Bodies, if any.
- vii. Copies of the arbitral awards passed in favour of the client duly represented by the Designated Senior Advocate on behalf of the PSU/Govt. Deptt.

- viii. Copies of the Judgments of Hon'ble High Courts in Contractual/ Arbitration/ Recovery/Writ matters (in which the Designated Senior Advocate appeared on behalf of the PSU/Govt. Deptt.)
- ix. Copies of the Judgments of Hon'ble Supreme Court of India in contractual/Arbitration/Recovery/Writ matters (in which the Designated Senior Advocate appeared on behalf of PSU/Govt. Deptt.)

Declaration:

I have read all the terms and conditions set out in the EOI dated _____ 2019 issued by National Highways & Infrastructure Development Corporation Limited (NHIDCL), and hereby accept the same without any deviation.

I/We have no objection if enquiries being made about the work listed by me in the accompanying sheets/annexure.

Signature and seal : _____
Name of Advocate : _____

Place:

Date:

Application format

APPLICATION FOR EMPANELMENT OF ADVOCATE WITH MORE THAN 18 YEARS OF EXPERIENCE

1. Name :
2. Date of Birth :
3. Educational Qualifications:

Sl. No.	Degree/Course	Institute/College/University	Year of Passing

4. Certificate of Practice and Experience Certificate:

Issued by Bar Council of India/ Bar Council of State/ Supreme Court Bar Association (Please provide copy)

5. Details of Post Qualification Experience :

Sl. No	Date of enrolment of name in Bar Council (attach a copy of enrolment certificate)	Court where the advocate is regularly practicing
1		

6. Particulars

(i)	Length of experience in providing legal services in Highways/ Infrastructure Sector of Govt. of India/State Govt./ Autonomous Bodies. (The applicants have to submit documentary proof thereof and a list of clients)	
(ii)	Number of Clients from Highways / Infrastructure Sector of Govt. of India / State Govt. / Autonomous	

	Bodies, on behalf of whom minimum 3 (three) appearance were given before the Hon'ble Courts, for each client for the preceding last 3 (three) financial years. (The applicants have to submit documentary proof thereof and a list of clients)	
(iii)	Arbitral Awards passed in favour of the client duly represented by the Counsel on behalf of PSU/ Govt. Deptt.	
(iv)	Judgments of Hon'ble High Courts in Contractual/ Arbitration/Recovery/Writ matters (in which the Counsel appeared on behalf of PSU/ Govt. Deptt.)	
(v)	Judgments of Hon'ble Supreme Court in Contractual/Arbitration/Recovery/Writ matters (in which the Designated Sr. Counsel appeared on behalf of PSU/ Govt. Deptt.)	

7. Office Address :
8. Telephone No. :
9. Mobile No. :
10. Email address :
11. Permanent Account Number (PAN) :
12. A brief note on suitability for empanelment (approx. 150 word):
13. Any other information you may like to give :
14. List of enclosures : Following self-attested documents (as applicable):

- i. A copy of LL.B. degree.
- ii. A copy of Certificate of Practice and Experience Certificate issued by bar Council of India/ Bar Council of State.
- iii. A copy PAN Card of self.
- iv. A copy of complete EOI document (issued by NHIDCL) duly signed and sealed as a token of acceptance of all terms and conditions.
- v. Length of experience in providing legal services in Highways/ Infrastructure Sector of Govt. of India/State Govt./ Autonomous Bodies. (The applicants have to submit documentary proof thereof and a list of clients).
- vi. Documentary proof showing empanelment with Highways/ Infrastructure Sector of Govt. of India/State Govt./Autonomous Bodies.
- vii. Copies of the arbitral awards passed in favour of the client duly represented by the Counsel on behalf of the PSU/Govt. Deptt.
- viii. Copies of the Judgments of Hon'ble High Courts in Contractual/Arbitration/Recovery/Writ matters (in which the Counsel appeared on behalf of the PSU/Govt. Deptt.)
- ix. Copies of the Judgments of Hon'ble Supreme Court of India in contractual/Arbitration/Recovery/Writ matters (in which the Counsel appeared on behalf of PSU/Govt. Deptt.)

Declaration:

I have read all the terms and conditions set out in the EOI dated _____ 2019 issued by National Highways & Infrastructure Development Corporation Limited (NHIDCL), and hereby accept the same without any deviation.

I/We have no objection if enquiries being made about the work listed by me in the accompanying sheets/annexure.

Signature and seal : _____
Name of Advocate : _____

Place:

Date:

Application format**APPLICATION FOR EMPANELMENT OF LAW FIRM**

1. Name of the Law Firm :
2. Name of the Managing/Designated /Senior Partner(s) of the law firm :
3. Name and contact no. of the Authorized Signatory :
4. Registration No. of the Law Firm along with date :
(Please provide copy)
5. No. of advocated associated with law firm :
6. Address of Law Firm :
7. Telephone No. :
8. Fax. No. with STD Code :
9. Email address :
10. Permanent Account Number (PAN) of law firm :
11. GST number of law firm, if any (Please provide copy) :
12. Particular

i)	Length of experience in providing legal services in Highways/ Infrastructure Sector of Govt. of India/State Govt./ Autonomous Bodies. (The applicants/ firms have to submit documentary proof thereof and a list of clients)	
ii)	Number of Lawyers (LLB/LLM) enrolled in respective State Bar Council (Please indicate enrolled number and enclosed a copy of the same)engaged in the firm, having experience of more than 10 years in providing legal services in Highways/ Infrastructure sector of Govt. of India/State Govt./ Autonomous Bodies. (The applicants/ firms have to furnish CV's of the Lawyers/ Law consultant firm engaged in the firm).	
iii)	Number of professional(s) having B. Tech (Civil)/ Diploma in Civil engineering engaged in the firm. (The applicants/ firms must submit proof thereof along with their proposals and enclose CV's of such professional).	
iv)	Level of Client Satisfaction (Certificate from client's organization to be attached)	
v)	Sound Financial standing of the Firms in terms of annual turnover, during the last three years i.e. 2015-16, 2016-17 &	

	2017-18 (relevant certificate from CA must be appended.)	
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15. A brief note on suitability for empanelment (approx. 150 word):
16. Any other information:
17. List of enclosures : Following self-attested documents (as applicable):

- i. Registration Certificate of the firm.
- ii. Copy PAN Card of self and of firm.
- iii. Copy of GST no. of Law Firm, if any.
- iv. Copy of complete EOI document (issued by NHIDCL) duly signed and sealed as a token of acceptance of all terms and conditions.
- v. Copy of certificate about length of experience in providing legal services in Highways/ Infrastructure Sector of Govt. of India/State Govt./ Autonomous Bodies.
- vi. Number of Lawyers (LLB/LLM) enrolled in respective State Bar Council (Please indicate enrolled number and enclosed a copy of the same)engaged in the firm, having experience of more than 10 years in providing legal services in Highways/ Infrastructure sector of Govt. of India/State Govt./ Autonomous Bodies. (The applicants/ firms have to furnish CV's of the Lawyers/ Law consultant firm engaged in the firm).
- vii. Number of professional(s) having B. Tech (Civil)/ Diploma in Civil engineering engaged in the firm. (The applicants/ firms must submit proof thereof along with their proposals and enclose CV's of such professional).
- viii. Level of Client Satisfaction (Certificate from client's organization to be attached)
- ix. Copy of Chartered Accountant certificates in terms of annual turnover, during the last three years i.e. 2015-16, 2016-17 & 2017-18.
- x. Power of attorney/Authorization letter issued in favour of authorized signatory of law firm.

Declaration:

I/We have read all the terms and conditions set out in the EOI dated _____ 2018 issued by National Highways & Infrastructure Development Corporation Limited (NHIDCL), and hereby accept the same without any deviation.

I/We have no objection if enquiries being made about the work listed by me/us in the accompanying sheets/annexure.

Signature and seal : _____
Authorized Signatory of Law Firm : _____
Designation : _____

Place:

Date:

To,

Mr./Ms. _____

Advocate _____

Subject: Empanelment as NHIDCL's Designated Senior Advocate/Advocate/Law Firm.

Dear Sir/Madam,

This is with reference to your application dated _____ wherein you have evinced interest for empanelment as a Designated Senior Advocate/Advocate/Law Firm with NHIDCL, New Delhi. We are pleased to inform that your request has been considered favorably and your name has been approved for inclusion in the panel of Designated Senior Advocate/Advocate/Law firm subject to the terms & conditions of EOI in general and following terms and conditions in particular. You are requested to give your assent for empanelment with these terms and conditions:

1. Empanelment shall be valid for a period of 2 (two) years w.e.f. the issue of this letter.
2. You will abide by NHIDCL's terms and conditions and you will not claim any retainer fee or employment in NHIDCL's service.
3. You will not accept any case against the Authority.
4. You will take necessary steps to protect the interest of the Authority in matters entrusted to you from time to time.
5. Empanelment does not confer any right or claim that you alone should be entrusted with the Authority's work.
6. You will personally deal with the case assigned to you in addition coordination and working with designated Senior Advocate, if any, engaged in some matter.
7. The Authority may at any time, as its discretion, withdraw from you any proceedings/matter/brief and may discontinue you as Authority's advocate without assigning any reason thereof and without paying any further fees.
8. You will keep Authority informed about the developments in the matters entrusted to you.
9. Unless a case is specially assigned to you by the Authority, you will not on your own receive Summons/Notices of the Authority's matters and even if you receive, if no Vakalatnama is given to you, you shall not otherwise deal with such cases. However, you will immediately inform the Authority in this regard.

10. You shall not use Authority's name or symbol, logo in your letter heads, sign boards name plates etc.
11. In case of any misconduct, the Authority will take appropriate action against you which includes filing complaint with Bar Council and recovery of financial loss caused to the Authority due to your misconduct.
12. In case of initiation of any disciplinary proceedings/criminal proceedings against you, the Authority may remove you from the panel even without waiting for the conclusion of such proceedings.
13. Your performance will be reviewed on yearly basis and if your services are not required/found up to the mark, Authority may remove you from panel and the cases/matters entrusted to you will be taken back from you.
14. You are required to maintain absolute secrecy about the cases of the Authority as required under the Act, relevant rules and regulations and you shall not divulge any details to an outsider or opponent as the case may be without written consent of the Authority.
15. You are requested to return the duly signed duplicate copy of this letter indicating your unconditional consent.

Yours faithfully,

(Authorized Signatory)