

NATIONAL MINORTIES DEVELOPMENT AND FINANCE
CORPORATION

First floor, Core 1 SCOPE Minar Laxmi Nagar, Delhi-
110092

NOTICE INVITING TENDER

INVITATION FOR
BID FOR
ENGAGEMENT/EMPANELMENT OF ADVOCATE/SENIOR
ADVOCATE/LAW FIRM FOR LEGAL SERVICES TO NMDFC.

ENGAGEMENT OF ADVOCATE/SENIOR ADVOCATE/LAW FIRM

Bid Start Date : 15.06.2023

Bid End Date : 03.07.2023 at 01:00 p.m.

Bid Opening date : 03.07.2023 at 03.00 p.m.

TENDER
INFORMATION

Tender Reference No.	NMDFC/ADMIN/2023/1
Work Description	Notice Inviting Bids/proposals for Engagement / Empanelment of Advocate, Senior Advocate, Law Firm
Name of the Employer	National Minorities Development & Finance Corporation
Mode of Tendering	Open tender
Bid start date	15.06.2023
Last date and time for bid submission	03.07.2023 at 01:00 p.m.
Bid opening date and time	03.07.2023 at 03:00 p.m.
Location of Bid submission	NMDFC, First floor Core 1 SCOPE Minar Laxmi Nagar Delhi-110092
Duration of Assignment / contract	Two years (extendable up to another 2 years on same terms and conditions subject to satisfactory performance)

This Notice Inviting Tender (“NIT” or “Bid Document” or “Tender”) is meant for the exclusive purpose of inviting bids/proposal for engagement of services of an Advocate, Senior Advocate, and Law Firm as per the detailed scope of work provided herein and shall not be transferred, reproduced or otherwise used for purposes other than that for which it is specifically issued.

Important Notice:

- 1 The Bid Documents may also be downloaded from website of NMDFC (www.nmdfc.org).
3. An incomplete and/or ambiguous and/or conditional and/or late submission of bid is liable to be summarily rejected.
4. The bidder must attest, properly stamp and seal on all the supporting documents as required by NMDFC's terms of the Bid Documents. In case of non-compliance of the Bid Documents, the bid submitted is liable to be summarily rejected.
5. The bidders to further note that conditional bidding is not permitted and any conditional bid received from any bidder is liable to be summarily rejected.
6. NMDFC reserves the right to cancel NIT at its discretion without assigning any reason(s) whatsoever.

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SECTION - I

INTRODUCTION

The National Minorities Development & Finance Corporation NMDFC was incorporated on 30th September 1994, as a company not for profit, under Section 25 of the Companies Act 1956 (now Section-8 of Companies Act,2013). It is a National Level Apex Body for the benefit of Minorities as defined under the National Commission for Minorities Act 1992.

The prime mandate of NMDFC is to provide concessional finance to the Minorities for self employment/ income generation activities. As per the National Commission for Minorities Act, 1992, the notified Minorities are Muslims, Christians, Sikhs, Buddhists & Parsis. Subsequently, Jain community was also added into the list of notified Minority Communities in January 2014. Under NMDFC programme, preference is given to Artisans & Women.

NMDFC disbursed the funds to State Channelizing Agencies (SCAs) nominated by the respective State Govts./UTs against Govt. Guarantee, however, some SCAs became defaulters.

Earlier, NMDFC had disbursed concessional credit to the NGOs under Micro Finance Scheme for onward lending to targeted beneficiaries through Self Help Groups (SHGs). However, over a period of time, some of the NGOs had become defaulter and are not repaying dues to NMDFC.

NMDFC on its part had taken legal action against these NGOs for recovery of over-dues and in some cases the Hon'ble Courts had already passed Decree for recovery of over-dues.

SECTION — II

OBJECTIVE OF WORK

In the course of its routine activities in terms of its objectives and service, related issues there are possibilities of endless disputes, which could not be reasonably foreseen.

Some of the issues/matters in respect of the transactions involve complex questions of law, which requires specialized professional acumen in the subject matter (keeping in mind the jurisprudence developed by the courts, from time to time).

Hence, in order to enable NMDFC to deal with the complex legal issues/matters arising from time to time in various courts, Tribunal (CAT), High court and Supreme Court Of India, NMDFC proposes to invite bids/proposals to engage services of Advocate, Senior Advocate, Law Firm to provide Legal services (for advisory services and routine matters) as per the scope of work, terms and conditions contained in this NIT.

SECTION - III

Terms of Reference and Terms and Conditions of Contract and Instructions to Bidders

1. Qualification

- (i) The Advocate must possess a Bachelor's degree in Law. Bachelor Degree in Law means and includes a degree in law conferred by the University recognized by the Bar Council of India.
- (ii) The Advocate must be enrolled with the Bar Council.
- (iii) The Advocate must be on panel of Ministry of Law & Justice or any other Government Ministry or Agency.
- (iv) For Supreme Court matters, AOR code must be there.

2. Eligibility for Empanelment

In addition to the qualification prescribed, the advocates are advised to carefully read and follow the eligibility criteria, instructions and terms & conditions for empanelment of Advocate/ Senior Advocate/Law Firm in NMDFC more specifically mentioned herein below:-

(A) Area of Specialization

The Advocate/Senior Advocate/Law firm should have sound knowledge and expertise in following practice areas. In Central/State service matters, the experience of handling matters in relation to Conduct rules, Pension Rules, Disciplinary Rules and FRSR along with constitutional law, C.P.C., Cr. P.C., Evidence Act, Contract Act, Limitation Act, Negotiable Instrument Act, Arbitration Act etc.

(B) EXPERIENCE

The Advocate/Senior Advocate/Law firm should have minimum professional/ court experience in handling cases of Government organizations/Departments as follows:-

- i) For handling the cases of Supreme Court of India: Being Advocate on Record shall have 5 years' experience in Supreme Court cases

- ii) For handling the cases of High Court: 7 years' experience in High Court cases with High Court Bar membership with documentary evidence in the form of final judgments of the court.
- iii) For handling cases at District Court/ Tribunals: 10 years' experience in CAT and District Courts and Labour Courts with documentary evidence in the form of final judgments of the court.
- iv) For handling Arbitration cases: 5 years' experience in Arbitration cases.
- v) The experience (atleast 2 years) may include the following:
 - Experience in Execution of Decrees awarded by different Courts
 - Having experience of recovering bad debts
 - On the panels of Banks/other Financial Institutions.
 - Having experience in issuing legal notice to State Govt./UTs/NGOs for recovery of over-dues.
 - Having experience in invoking Govt. Guarantee provided by State Govt./UTs

(C) FINANCE AND INFRASTRUCTURE

- (i) The interested parties must have financial capability to perform the assignment/ contract. In view of the same, Tender along with EMD of Rs.10,000/ DD in favour of NMDFC, shall be submitted. Proper and adequate infrastructure such as office premises in Delhi, Assistants, Clerks and fax, Mobile phone, Landline phone, computers with internet connection etc. and in case of Law Firm 3-4 practicing Advocates in service matters with the experience of 3-5 years is must. List of the details of the practicing Advocate and partners to be submitted if any who will be appearing on behalf of the concerned Advocate / Senior Advocate/ Law Firm.
- (ii) Track record and integrity.
- (iii) An enquiry from the respective Bar Council/ Bar Association about the claims and conduct of the Advocate may be conducted.
- (iv) If the Advocate is empanelled by other Regulators/ Organizations, attestation of those organizations.

- (d) The advocates should furnish their areas of specialization.
- (e) Firms and individuals should not be blacklisted by any Central /State Govt. or bilateral/multilateral agencies. An undertaking by the law firm duly signed by the authorized representative and by individual himself.
- (f) The advocates should be capable to file FIR against defaulting NGOs in local Police stations.

3. Tenure of Empanelment and Termination

The initial empanelment will be for the period of two years, which may be extended for another 2 years subject to satisfactory performance. The Competent Authority reserves its right to terminate the empanelment of any advocate/Law Firm at any time without assigning any reason. The empanelment would be reviewed after two years. In case of Law Firm/Advocate, willing to be relieved from the services of NMDFC shall give 6-month prior notice in writing.

4. Payment of Fee and Other Conditions

The legal fees will be paid within 3 months after in receipt of the bill with court order sheet to the NMDFC which will be payable as per guidelines and notifications of Ministry of Law and justice from time to time in terms of effective and non-effective hearing etc. The payment will be processed as per the Fee structure conveyed by Ministry of Law & Justice vide OM No.26(1)/2014/judl. Dated 01.10.2015(Annexure –IV).

5. Retainer ship Fee

No retainer ship fee shall be paid to any Advocate/Senior Advocate/Law Firm.

6. Payment for other legal services

If the Advocate undertakes any legal service for which the Pay provision is not mentioned in the fee structure of Ministry of Law & Justice, then NMDFC's Fee structure (**Annexure-V**) shall be applicable for payment of such services. However, for legal services whose fee is specified by Ministry of Law & Justice, the same shall be applicable for considering payment for the services

tendered.

7. Documents to be submitted

The Advocate/ Senior Advocate/Law Firm will be required to furnish their Bio- data with latest passport size photograph as per the prescribed format given in Annexure 'A' along with the following documents:

- a) Registration Certificate with the Bar Council;
- b) Registration Certificate issued by Bar Association;
- c) Copies of empanelment with other Govt. Offices;
- d) Details of Court cases contested for the clients in last 10 years with specific status i.e. decided in favor/against/pending.
- e) Any other documents regarding experience and area of Specialization

8. Procedure for Empanelment of Advocate/ Senior Advocate Law Firm

- a) The above-mentioned must apply on the format prescribed by NMDFC only.
- b) Merely fulfilling the eligibility criteria will not confer any right on an Advocate/Senior Advocate/Law Firm for empanelment.
- c) The decision of the Committee constituted by the Competent Authority of NMDFC regarding empanelment of the Advocate/ Senior Advocate/Law Firm shall be final.
- g) Letter & E- mail to Advocate/Senior Advocate/Law firm confirming their empanelment will be issued by NMDFC separately.

9. Responsibility and Duties of the Empanelled Advocate/Senior Advocate/Law firm.

- a) Drafting for litigation as per Annexure 3 in various courts.
- b) The Advocate/Law Firm shall not indulge in conflicting activities and conflicting assignments such as shall not advise any party or accept any case against NMDFC, 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 NMDFC.

c) Timely appearance of the Counsel to contest the cases for NMDFC in the courts is must. His/her absence in the court without any reasonable ground will not be accepted and NMDFC management may consider to terminate empanelment of such advocate/senior Advocate Law Firm

d) NMDFC shall send the information to the empanelled advocate/senior Advocate/Law Firm through email/ SMS/ Telephone, regarding entrusting of a case and after receiving email/ SMS/call, it is the duty of the empanelled advocate/senior Advocate/Law Firm to collect the brief/ copy of the petition along with entrustment letter from the NMDFC.

e) NMDFC is free to engage any Advocate of its own choice and empanelled Advocate/Senior Advocate/Law Firm shall make no claim that he/she alone should be entrusted with the legal matter(s) of NMDFC. Engagement of Advocate whether from among the empanelled advocate/senior Advocate/Law Firm or outside would depend exclusively on the nature of the case. It would be absolutely discretionary.

f) Refusal by any advocate/Senior 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.

g) The Advocate/ Senior Advocate/Law Firm shall accept the terms and conditions of the empanelment prescribed by NMDFC without any condition.

h) In order to ensure that there is effective check on the cases being conducted, the advocate/senior Advocate/Law Firm must report the status of the cases after each date of hearing.

i) The Advocate/Senior Advocate/Law Firm will be required to keep NMDFC informed and updated on all important developments in the designated cases, dates of hearing, order of the court on the date of pronouncement, supplying copy of

judgment etc.

j) The Advocate/Senior Advocate/Law Firm will be required to furnish monthly statement about the progress of the cases represented by him/ her before any Court and their outcomes without fail.

k) Whenever any case attended by him/ her is decided against the NMDFC, a considered opinion regarding the defeat/losing of the case and advisability of filing an appeal from such a decision not later than 7 working days of the order must be furnished.

l) The Advocate/Senior Advocate/Law Firm Advocate shall provide certified copy of the judgment to NMDFC within five (5) days (excluding the time taken by the court in preparation of the copy) from the date of judgment.

m) The Advocate/Senior Advocate/Law Firm shall not subcontract any part or the whole of services.

n) The Advocate/Senior Advocate/Law Firm Advocate is required to provide professional objective, and impartial advice at all times. holding the NMDFC interests paramount, strictly avoiding conflict with other assignments or its own corporate interests and acting without any consideration for future work.

10. Performance Review

Apart from the review of the empanelment of Advocate/Senior Advocate/Law Firm after one year, the Performance of the empanelled Advocate/ Senior Advocate/ Law Firm will be subject to review by NMDFC from time to time on case to case basis. NMDFC reserves the right to terminate the empanelment of any Advocate/ Senior Advocate/Law Firm at any time without assigning any reason and may be blacklisted in case of indulging in conflict of interest or undertaking conflicting activities.

11. Removal from Empanelment

Empanelment of Advocate/Senior Advocate/Law Firm shall stand cancelled automatically due to occurring of any of the following disablements on their part. No reasons/justification shall be given by NMDFC in this regard. No correspondence in

the matter shall be entertained.

- a) Giving false information in the application for empanelment;
- b) Failing to attend the hearing of the case without any sufficient reason and/or prior information.
- c) Not acting as per NMDFC's instructions or going against specific instructions.
- d) Threatening, intimidating or abusing any of the NMDFC's employees, Officers or representatives.
- e) Passing information relating to cases of CVC on to the opposite parties or their Advocates or any third party, which is likely to cause damage to the NMDFC's interests.
- f) Giving false or misleading information to NMDFC relating to the proceedings of the case; and
- g) Seeking frequent adjournments or not objecting the adjournment moved by other party without sufficient reason.

12. Maintaining of Professional Ethics

During the term of empanelment and thereafter, the Advocate/Senior Advocate/Law Firm shall maintain confidentiality of the matters pertaining to NMDFC. They shall neither advise any party nor accept any case against NMDFC during the term.

13. After completion of case or completion of tenure, all original documents or certified copy of the cases taken from NMDFC or taken from the court on the behalf of NMDFC must be returned in actual forms in NMDFC only to concerned officer of NMDFC.

14. Removal of Doubts/ Difficulty

In the matter of implementation of the guidelines, if any, doubt or difficulty arises or doubts regarding the interpretation of any of the Clause of these guidelines, the same shall be placed before the CMD, NMDFC and his decision shall be final.

15. Additional Terms of Engagement

- a) No local Travelling allowance shall be paid to the advocate.

- b) Travelling allowance, Daily allowance and Lodging charges (as per rules of NMDFC) shall only be applicable in cases of outstation duty.
- c) NMDFC reserves the right to engage any Advocate/ Law firm apart from empanelled Advocates/Law firms as per requirement of NMDFC from time to time on terms, conditions and rates as decided by CMD, NMDFC.
- d) All payments will be made online only. No advance shall be payable.
- e) No replacement for empanelled Advocates/Law firms shall be allowed.
- f) In case of any dispute the matter will be referred to the sole Arbitrator to be appointed by CMD, NMDFC. All disputes shall be subject to Delhi Jurisdiction only.

Annexure-I

Technical Bid

Request for Empanelment of Advocate/Law firm in NMDFC

To,
The Deputy General Manager (Admin)
NMDFC
First Floor Core 1
Scope Minar
Laxmi Nagar
Delhi-110092

Subject: Empanelment of Advocates/Law Firms on NMDFC Panel

Sir,

Sir,
Reference your NIT dated 15.06.2022 uploaded on NMDFC's website on the subject noted above, I intend to represent NMDFC as Advocate / Law Firm and accordingly request that I may be empanelled as NMDFC advocate / Law Firm. My / Our particulars are given below:

1.	Name (BLOCK LETTERS)	
2.	Father's Name (only for individuals)	
3.	Professional Qualification	
4.	Date of Birth	
	Office Address	
6.	Residential Address	
7.	Mobile No.	
8.	Alternate Mobile No.	

9.	Landline No.	
10.	Email ID/ website	
11.	Alternate Email ID	
12.	PAN No.	
13.	GST No.	
14.	ITR for preceding three AYs	
15.	Date of enrolment with Bar Council {Attach copy of enrolment certificate}	
16.	Major field of Specialization/ practice (ONLY ONE}	
17.	Additional fields of practice	
18.	Details of important cases the Advocate has dealt with/handled and report judgment, if any	

DECLARATION

I declare that I have never been penalized by any Bar Council in any Disciplinary Proceedings. There has been no conviction by a Court of Law or adverse order by a regulatory authority. I undertake that the information given above is true and correct.

List of Enclosures:

Date:

Place:

Signature of Advocate with Seal
Address (Office &
residence/ Chamber)

FINANCIAL DECLARATION

I declare to accept payment for legal services tendered (as per the purview of this NIT) in accordance to the fee structure conveyed by Ministry of Law & Justice from time to time.

Also, I declare that in cases of legal services for which fee is not prescribed by Ministry of Law Justice, I will accept payments in accordance to NMDFC's fee structure as in force in NMDFC from time to time.

Date:

Place:

Signature of Advocate
with Seal Address
(Office & residence/ Chamber)

Annexure -IV

Ministry of Law & Justice's fee structure as applicable from time to time.

Annexure-V

NMDFC's fee structure as applicable from time to time. The current fee structure as applicable in NMDFC is attached as Annexure-V.

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 OM's 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.	₹ 9000	₹ 6000	₹ 3750	₹ 1800
	Per conference/Consultation	₹ 900	₹ 750	₹ 600	₹ 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)	₹ 3000	₹ 3000	₹ 2250	₹ 1350
	Per conference/Consultation	₹ 900	₹ 750	₹ 600	₹ 450
3.	Drafting or Settling Pleadings, and Affidavits (per pleadings)	₹ 3000	₹ 1800	₹ 1500	₹ 1050
	Per conference/Consultation	₹ 900	₹ 750	₹ 600	₹ 450
4.	Appearance before Arbitration and Tribunals, etc and Courts other than High Courts (Per day per effective hearing)	₹ 7500	₹ 6000	₹ 3750	₹ 2250
	Per conference/Consultation	₹ 900	₹ 750	₹ 600	₹ 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. Valorem/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.

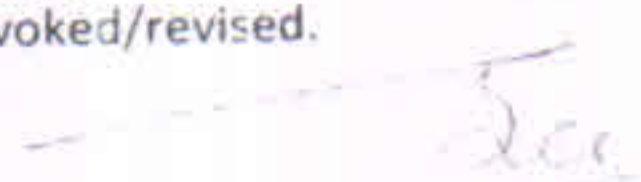


(F)

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.




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

(Madhulika Upadhyay)

J. Central Govt. Advocate

Tel. 23389006

Annexure V

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STATEMENT OF RATES APPLICABLE TO THE EMPANELLED LAW FIRMS/ADVOCATES OF NMDFC (PER HEARING/PER CASE BASIS)		
Sl. No	NAME OF THE HEADS	RATES APPLICABLE
1	ISSUANCE OF LEGAL NOTICES	Rs.1725/-
2	CONSULTATION ON LITIGATION MATTERS	Supreme Court Rs. 5000/- High Court Rs. 3500/- Lower Court Rs. 2000/-
3	WRITTEN OPINION ON LITIGATION MATTERS	Supreme Court Rs. 5000/- High Court Rs. 3500/- Lower Court Rs. 2000/-
4	CONSULTATION/WRITTEN OPINION ON NON LITIGATION MATTERS	- In Office Rs.1200/-(per hour) - Out of Office Rs. 1500/-(per hour)
5	APPEARANCE BEFORE THE COURT	Supreme Court Rs. 4,000/- High Court Rs. 3,500/- Lower Court Rs. 2,500/-
	APPEARANCE BEFORE THE OTHER AUTHORITIES VIZ., TRIBUNALS, ARBITRATION, CONSUMER FORUM, POLICE STATION AND OTHER AUTHORITIES etc	Rs.2500/-
6	FOR DRAFTING & FILING ANY OF PLAINT/ PETITION/ WRIT/COMPLAINT/ SUIT/ APPEAL/WRITTEN STATEMENT/ COUNTER AFFIDAVIT/ AFFIDAVIT IN EVIDENCE	Supreme Court Rs.5000/- High Court Rs. 3500/- Lower Court Rs. 2000/-
	FOR OTHER AUTHORITIES LIKE TRIBUNALS/ARBITRATION/POLICE STATION/ CONSUMER FORUM ETC. (ON EACH APPEARANCE BASIS)	Rs. 2000/-
	FOR DRAFTING AND FILING OF MISC. APPLICATION / REPLIES/ VOKALATNAMA & REJOINDERS ETC.,	Rs. 2000/-

7	EXEECUTION OF DECREE PASSED BY THE COURT IN FAVOUR OF CORPORATION Transfer Petition /Execution application to be filed outstation.	Rs.4000/-
8	CLERKAGE	10%
9	A. MISC. EXPENSES & ADDITIONAL EXPENSES (IF ANY) B. EXPENSES OF OUTSTATION TRAVELLING C. LODGING & BOARDING	On self- certification basis Lowest Fare of 2nd AC/Chair Car Restricted to Rs. 1000/- (Rs. one thousand only) for maximum of three days
10	ANY OTHER MATTER NOT COVERED ABOVE	As per approval of MD.