



राष्ट्रीय पिछड़ा वर्ग वित्त एवं विकास निगम

(भारत सरकार का उपक्रम, सामाजिक न्याय और अधिकारिता मंत्रालय)

पंजीकृत कार्यालय: पंचम तलए एन.सी.यू.आई. बिल्डिंग, 3, सीरी इंस्टीट्यूशनल एरिया, अगस्त क्रान्ति मार्ग, नई दिल्ली- 110 016

दूरभाष: 26511027, 26511028, 26568702 Fax : (011) 26850086 Visit us at : www.nbcfdc.gov.in E-mail : nbcfdc@del3.vsnl.net.in

National Backward Classes Finance & Development Corporation

(A Govt. of India Undertaking, Ministry of Social Justice and Empowerment)

Regd. Office : 5th Floor, N.C.U.I. Building, 3, Siri Institutional Area, August Kranti Marg, New Delhi- 110016
Tel.: 26511027, 26511028, 26568702 Fax : (011) 26850086 Visit us at : www.nbcfdc.gov.in E-mail : nbcfdc@del3.vsnl.net.in

ADVERTISEMENT/NOTICE

Requirement of Advocate/Law Firms for Empanelment to represent National Backward Classes Finance & Development Corporation before various Courts, Forums & Tribunals. The details of advertisement including eligibility criteria are available at the NBCFDC site at www.nbcfdc.gov.in.

The individual Advocates/Law firms fulfilling the conditions shall submit the application with requisite documents latest by 15.12.2016 addressed to "The AGM(Admn.)/CS", National Backward Classes Finance & Development Corporation, , 5th Floor, N.C.U.I. Building, 3, Siri Institutional Area, August Kranti Marg, New Delhi- 110016.

Note: NBCFDC reserves the right to reject the application without assigning any reason whatsoever.

AGM(Admn.)/Company Secretary
NBCFDC

Place: New Delhi
Dated: 02.12.2016

NATIONAL BACKWARD CLASSES FINANCE & DEVELOPMENT CORPORATION

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Ref No. : NBCFDC/CS-ADMN/LEGAL/2016

Date : 02.12.2016

NOTICE FOR EMPANELMENT OF LEGAL COUNSELS

1. National Backward Classes Finance and Development Corporation ("NBCFDC"), is a Govt. of India Undertaking under the aegis of Ministry of Social Justice and Empowerment. The Corporation was incorporated on 13th January, 1992 as a Company not for profit under Section 25 of the Companies Act, 1956 (now under Section 8 of the Companies Act, 2013), with an objective to promote economic and developmental activities for the benefit of members of Backward Classes living below double the poverty line through State Channelising Agencies (SCAs).
2. Applications are invited from eligible counsels for empanelment with NBCFDC for conducting and handling cases on Civil/Criminal/Service/Arbitration/other matters in various courts. Interested Advocates who fulfill the following criteria and experience may apply for empanelment with NBCFDC:-
3. **Eligibility:**
 - (i) The following minimum experience is required for handling cases before different courts:
 - (a) **For Hon'ble Supreme Court of India** : An Advocate-on- Record of the Supreme Court with minimum 10 years of regular practice in conducting cases of Civil/Criminal nature in the Supreme Court.
 - (b) **For High Court of respective states:** An Advocate / Firm with minimum 8 years of regular practice in conducting cases of Civil / Criminal nature in the High Court. Advocate should have minimum of 10 years experience in handling cases related to Recovery suit, Company Law, Administrative, Service and and other matters, Public Interest Litigations, Income Tax Act, Service tax, VAT etc.
 - (c) **For District Courts, DRT, Consumer courts, Income Tax Tribunal and other Forums of Delhi:** An Advocate/ Firm with minimum 5 years of regular practice in conducting cases of Civil/Criminal nature in the said forums.
 - (ii) The Counsel must have an LL.B degree from the college/university recognized by Bar council of India. The Counsel must be a registered practitioner. For High Court and Supreme Court, the Counsel should be a member of bar association of High court where he/she is practicing and of Supreme Court.

(iii) The Counsel should be well conversant with Civil laws, Criminal laws, Labour Laws, Service laws, Contract Labour Act, Transfer of property Act, Land laws, Environment Laws, Registration Laws, Indian Contract Act, Indian Registration Act, Specific Relief Act, Land Acquisition Act, Procedure for Land Acquisition, Rent Control Act, Stamp Duty Act , Indian Evidence Act, SARFAESI Act, the Recovery of Debts Due To Banks And Financial Institutions Act, 1993, Negotiable Instrument Act, Company Law, CVC Guidelines, Indian Penal Code, RTI Act, Investment Laws, Mergers and acquisition, Consumer laws, Income Tax Act, Service tax, VAT, Criminal Procedure Code, Civil Procedure Code etc.

(iv) The Counsel should have excellent communication skills and knowledge of legal practice acquired over a period as mentioned above.

4. Empanelment and tenure of Counsel:

i. The applications received shall be scrutinized by the NBCFDC and the selection will be done on the basis of relevant experience of the Counsels after short listing of candidates.

ii. The number of counsels to be empanelled shall be determined by the NBCFDC from time to time, based on the requirement and the number of cases in various courts.

iii. The empanelment shall be made initially for a period of two years, which may be extended from year to year, subject to satisfactory performance of the counsel.

iv. The performance of counsels shall be reviewed by NBCFDC at every half-year in a financial year and if the performance is not found satisfactory, NBCFDC reserve right to cancel the empanelment of Advocate.

5. Terms and Conditions for empanelment and Remuneration payable to empanelled Counsel:

i. Counsel will have to represent the NBCFDC and its Officials before the Court in the cases assigned to him/her.

ii. The Counsel should receive the notice(s) meant for the NBCFDC and its officials from the Courts and ensure that no 'ex-parte' order is passed against the NBCFDC. The Counsel should immediately inform the dealing officer of NBCFDC about the said notice and take instructions. If the dealing officer or any other officer of NBCFDC is not reachable for instructions, counsel should act according to situation which is in the best interest of NBCFDC and ensure that no adverse order is passed against NBCFDC.

iii. Counsel should handle the cases, which are assigned to them, and appear in such assigned cases in the Courts and should prepare Plaints, writ petitions, Written Statement, Counter affidavits, rejoinders, applications, reply, affidavit, legal notices etc. as and when required. The strict adherence of timelines should ensure and no cost or adverse order should be passed against NBCFDC.

iv. Counsel should not take up any case against the NBCFDC during the period of empanelment and should give undertaking of non-involvement in any case against NBCFDC at the time of submission of the application.

v. Counsel shall hold the office of legal representative at the pleasure of the NBCFDC and should maintain highest integrity and professional standards with NBCFDC. The Advocate shall be bound by standards of professional conduct and etiquette notified under section 49 (1) (C) of Advocates Act.

vi. Counsel should be able to provide legal opinion to the NBCFDC and should also be able to prepare Reply to the Legal notices of the applicants on behalf of the NBCFDC whenever asked for.

vii. Counsel should maintain proper records and files and shall never refuse to provide the same to NBCFDC whenever asked for. The Counsel should give proper handover of files upon disposal of the case and also upon termination of his/her appointment.

viii. The remuneration to the empanelled counsel shall be paid in accordance with the limit prescribed in the internal Standard fee structure of NBCFDC which will be kept in vogue with CPSEs under Section 8 companies. The said fee shall be non-negotiable. Only in exceptional circumstances if it is required, NBCFDC shall increase fee for particular case/ Assignment. The decision of NBCFDC shall be final and binding in this regard and NBCFDC shall not be bound to disclose its standard fee structure to the advocate.

However, the above shall not be applicable on designated Senior Advocates appointed on case or per hearing basis. The appointment of Senior Advocates shall be done on recommendation of regular empanelled counsel only and the regular counsel should substantiate reasons in its recommendation for appointment of Senior Advocate.

ix. The Counsel should raise proper bills for the services rendered by him/her and should provide proper break up and supporting for the expenses incurred.

x. Any advocate who has appeared against NBCFDC shall not be empanelled with NBCFDC and applicants should furnish a declaration to that effect. However same is not applicable for the cases where NBCFDC was just a Performa party but the Advocate/law firm should disclose the details of said case to NBCFDC in its application and declaration for consideration of NBCFDC and decision of NBCFDC shall be final and binding on this.

xi. Counsel interested required to submit the attested copies of following documents along with their application form:

- a) High School Certificate in support of age.
- b) Registration with Bar Council.
- c) Identity Card issued by Bar Association/Bar Council
- d) Copies of empanelment with other Banks, PSUs, Govt. Organization, if any.
- e) Certificates in support of educational qualification.
- f) An undertaking from the advocate to the effect that all information furnished is correct.

xii. In the event of any doubt or difference of opinion regarding the terms and conditions of empanelment, the decision of the NBCFDC shall be final and binding. NBCFDC reserves right to amend, modify and change the terms and conditions of empanelment as necessary.

xiii. Please note that the Empanelment process can be cancelled by National Backward Classes Finance and Development Corporation (NBCFDC) on its discretion.

Applications along with bio-data, details specified in **Annexure - I** along with supporting documents may be forwarded to AGM(ADMN.) & CS, National Backward Classes Finance and Development Corporation, 5th Floor, NCUI Building, August Kranti Marg, New Delhi – 110 016 on or before 15.12.2016. The applicants may further keep themselves available for making presentation/interacting with nominated committee of NBCFDC after the submission date as a part of the empanelment process.

Details of Advocate/Law Firm

Name of Advocate/Firm	
Date of Birth/ Date of formation	
Permanent/ Registered Address	
Address for correspondence	
Telephone No:	
Mobile No.	
Fax No.	
Email address:	
Date of Enrolment with name of the Bar Council (Enclose attested copy of Enrollment Certificate) :	
Year of practice in various Court/ Tribunals/ Other Forums (Details to be furnished & if necessary separate sheets can be attached)	
Experience in handling Legal Issues / Litigation on behalf of PSU's/Govt. Companies/	

Agencies etc. (details to be furnished & if necessary separate sheets can be attached)	
Area (s) of specialization and court(s) of Practice*	
PAN No.	
Service Tax No.	
Details of Infrastructure and staff available in the Office (Separate sheet can be attached)	
Annual Turnover (Rs. in lakhs) for last three FYs	
Any other material fact which is relevant to mention	

* Advocate /law firms to clearly mention in which all types of courts they are currently practice or can appear on behalf of NBCFDC.

I hereby declare that above information submitted by me is true, correct and nothing is concealed and in the event it is found that any information is false or concealed or incomplete, NBCFDC can take action against me including cancellation of my empanelment.

Date:

Place:

(Signature of Advocate/Managing partner of Firm)