



INDIAN INSTITUTE OF INFORMATION TECHNOLOGY UNA [H.P.]

(An Institute of National Importance under MoE)

Saloh Una [HP]-177209

Website: www.iiitu.ac.in

Prof. A. N. Gill
REGISTRAR (i/c)

IIITU/Notice-Empanelment of Advocates/2021-1490

07, Oct.'21

Notice inviting applications for empanelment of Advocates in IIIT Una

IIIT Una is an Institute of National Importance established by the Ministry of Education, Govt. of India under Public Private Partnership (PPP) Model. The Institute is expected soon to operate from its permanent campus located at Saloh, Una, Himachal Pradesh. The Institute offers B.Tech. programs in three streams, viz., CSE, IT, and ECE. The current student/employee strength is around 600.

The Institute invites applications for empanelment of Advocates to represent IIITU and its Officers & Official cases before High Court of Himachal Pradesh, Subordinate Courts, Commission and other judicial/quasi-judicial bodies. Advocate so empanelled would also be responsible for providing IIIT Una with legal advice and legal opinion as and when requested for.

Guidelines for empanelment of Advocates:

1. Qualifications and Eligibility Criteria:

- 1.1 Applicant must possess a Degree in law from a University, recognized by the Bar Council of India. He must be an Advocate enrolled under a Bar Council as per Advocates Act, 1961.
- 1.2 Applicant, desirous of being empaneled for High Court/Subordinate Court/Commission/Tribunal situated in Himachal Pradesh must be enrolled as an Advocate with the State Bar Council of Himachal Pradesh and must be a member of local Advocate's Association.
- 1.3 In addition, the Applicant should be familiar with various branches of law, especially Constitutional Law, Service Law, Labour Law, Law of Contract, Property Law, CPC., Cr. P. C, Evidence Act, Limitation Act, Companies Act, Negotiable Instrument Act, Arbitration and Conciliation Act, Taxation Laws, Consumer Laws, RTI Act, etc.

- 1.4 Applicant is required to have a minimum professional/court practice experience as under:

Sl. No.	Forum of Empanelment	Minimum Practice required in the Forum*
(i)	For conducting cases in Himachal Pradesh High Court, Shimla/ Subordinate Court/ Commission/ Tribunal within the territory of Himachal Pradesh.	(i) Minimum 10 years' experience in Himachal Pradesh High Court/ Subordinate Court/ Commission/ Tribunal. (ii) Enrolled with the Himachal Pradesh State Bar Council. (iii) Member of Advocate Association of Himachal Pradesh High Court/ Subordinate Court. (iv) At least 10 cases argued by self.

*: Cumulative experience would be counted. However, on the date of application, the applicant must be practicing in the Forum(s) for which empanelment is being sought.

- 1.5 The above-mentioned period of experience shall be reckoned from the date of enrolment mentioned in the Certificate of Enrolment issued by Bar Council in case of empanelment for High Courts or Subordinate Courts/Commission/Tribunals.
- 1.6 Due weightage shall be given to Advocates having experience in handling cases of Central Public Sector Enterprises, Government Organizations, and Academic Institutions.
- 1.7 Applicant must possess excellent communication skills, drafting skills, and court craft.

2. Mode of Application:

- 2.1 Eligible applicants may send their applications in the enclosed proforma along with bio-data and relevant supporting documents to the office of the Registrar.
- 2.2 Proforma for Application shall be as per 'Annexure-A'.
- 2.3 Documents required shall be as per 'Annexure-B'.
- 2.4 The Application must be sent in a separate sealed envelope and super scribed as 'Application for Empanelment- (court*)'.
- *Court (s) for which empanelment is being requested for.
- 2.5 Advertisement is also available on website- www.iiitu.ac.in.

3. Last Date of Receipt of Application:

3.1 The complete application in prescribed Proforma along with relevant supporting documents shall reach the office of the Registrar at the following address on or before 28, Oct.'21 (05:00 PM).

The Registrar

**Indian Institute of Information Technology, Una
Saloh, Haroli, Una (H.P.)-177209**

3.2 Applications received after 05:00 PM (28, Oct.'21) would not be considered.

4. Procedure for empanelment:

4.1 The applications received would be scrutinized depending upon the requirement by committee constituted by competent authority.

4.2 IITU reserves its right to fix higher norms than advertised for shortlisting the advocates to be called for interview/presentation. Only shortlisted candidates will be called for interview.

4.3 The size of the panel and number of Advocates in a particular field in the panel shall be finalized by IITU based on the requirements and quantum of work involved.

4.4 Only the candidates fulfilling the shortlisting criteria of the institute will be called for interview/presentation.

4.5 Merely fulfilling the eligibility criteria will not confer any right of an advocate for empanelment or call for interview.

4.6 The decision of the Committee constituted by the competent authority regarding shortlisting of the Advocates for interview shall be final.

4.7 No TA/DA or other expenses will be paid to the individual candidate for appearing in the interview/presentation.

4.8 A list of shortlisted candidates with the date, time and venue of interview/presentation will be uploaded on the website- www.iitu.ac.in

4.9 The result will be made available on IITU website-www.iitu.ac.in.

4.10 Letter for selected Advocates confirming their empanelment will be issued by IITU separately.

4.11 The successful candidates shall produce their original documents whenever desired by the competent authority after the fulfilment of clause 4.10.

4.12 The candidates shall return a duly signed copy of the letter confirming their acceptance of empanelment.

4.13 All disputes are subject matter of Una Jurisdiction H.P.

5. Tenure of Empanelment:

- 5.1 The initial empanelment will be for the period of two years from the date of receipt of acceptance of empanelment. However, the performance would be reviewed periodically and at least annually.
- 5.2 The tenure of empanelment may further be extended / renewed for another two years in addition to the above by the Competent Authority of IIT, Una HP.
- 5.3 Notwithstanding anything mentioned in 5.1 or 5.2 above, IITU reserves the right to assignment of cases and revocation of empanelment without assigning any reason.

6. Payment of Fee and Other Conditions:

- 6.1 The fee payable to the empaneled Advocate or IITU counsel shall be governed by the rate/schedule of fee decided by Department of Law, Govt. of Himachal Pradesh.
- 6.2 No retainer fee shall be paid to any of the empaneled Advocate merely because of their empanelment only.

7. Duties of the Empanelled Advocate or IITU Counsel:

- 7.1 The counsel shall not advise any party or accept any case against the IIT, Una in which the counsel has appeared or likely to be called upon to appear for or advise which is likely to affect or lead to litigation against the IITU.
- 7.2 Timely appearance of the Counsel to contest the cases for IITU in the Court is a must. The absence of the advocate in the court, without any reasonable ground and notice in advance, will not be accepted and will be considered as breach of clause 7.1.
- 7.3 IITU Authority is free to engage any Counsel from its panel or otherwise of its own choice and merely empanelment as Counsel in the panel of IITU shall not make any claim/right that the counsel has right to be entrusted with a case or particular case/cases pertaining to IITU.
- 7.4 Refusal by any Counsel to accept any work without any reasonable cause (e.g. on grounds of conflict of interest) may entail removal of such Counsel from the panel forthwith without waiting for the empanelment period to expire.
- 7.5 The Counsels shall accept the terms and conditions of the empanelment as determined by the IITU from time to time.
- 7.6 In order to ensure that there is effective check on the cases being conducted, the counsels on the panel must report the status of the cases after each date of hearing by uploading the information on IITU website as well as through email/phone. Failure to submit status report may be counted as a ground for removal of the name of the particular Advocate from the panel.
- 7.7 In cases, where on the request of the Department of Ministry of Education, Govt. of India also, to be represented by the IITU Counsel, no separate fee shall be charged by the Counsel for this purpose.

7.8 When any case attended by the Counsel is decided against the Organization, the Counsel concerned must give considered opinion regarding the reasons for such adverse order with advice for filing an appeal for such a decision not later than 5 working days of the passing of such order(s).

8. Removal of Panel:

8.1 IIT Una reserves the right to terminate the empanelment of a Counsel anytime with immediate effect without assigning any reason thereto. The Counsel may also submit the request for removal of name from the panel by serving one month's notice.

8.2 Empanelment of the Counsel may be liable to be cancelled due to occurrence of any of the following disabilities on the part of the Counsel:

8.2.1 Failing to attend the hearing of the case without any sufficient reason and/or prior information.

8.2.2 Not acting as per IITU instructions or going against specific instructions.

8.2.3 Threatening, intimidating, or abusing any of the IITU employees, officers, or representatives.

8.2.4 Passing/leaking of information relating to IITU case(s) to the opposite party/parties or that their Counsel(s) or any third party which is likely to cause any damage to the interest of IITU.

8.2.5 Giving false or misleading information to the IITU relating to the proceedings of the case.

8.2.6 Failing to follow the terms and conditions of empanelment.

9. Right to Private Practice and Restrictions thereon:

9.1 A Counsel shall have the right to private practice, which should not, however, interfere with or be in conflict with the efficient discharge of duties as an empaneled Counsel of the IITU, keeping in view of provisions of the Advocates Act, 1961.

9.2 Counsel shall not advise any party or accept any case against the IITU in which the counsel has appeared or is likely to be called upon to appear or advise.

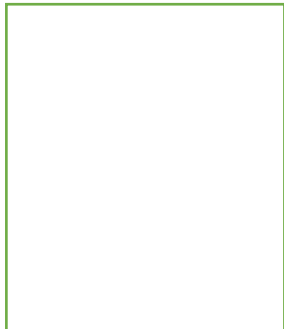
9.3 If the Counsel happens to be a partner of a firm of lawyers or solicitors, it will be incumbent upon the firm not to entertain any case against the IITU arising in any court.

Armer Nath Gill
REGISTRAR

APPLICATION FOR EMPANELMENT OF ADVOCATE

FORMAT OF BIO-DATA

- Advertisement No.
- Name of Applicant (Advocate):.....
- Forum of Empanelment (High Court of Himachal Pradesh/Subordinate Court/
Commission/Tribunals):.....
1. Name:
2. Father's Name:
3. Date of Birth: Age:
4. Address: E-mail
5. Mob. No.
6. Office Address: E mail:
7. Phone No./Mob. No.
8. Enrolment No., Date of Enrolment, Name of Bar Council:
(Enclose copy of enrolment certificate)
9. Details of experience/and period of practice:
10. Area of practice:
11. Specialization, if any (constitution/taxation/services/higher education etc.):
12. Details of a few important cases the advocate has dealt with in higher
education/handled/and reported judgement if any:.....
13. Whether Central Govt./State Govt./PSU counsel/pleader (Indicate period of
empanelment):
14. Brief list of clients, if any, e.g., Govt./organizations/Company/PSUs/ Academic
institutes:
15. Courts where the Advocate is regularly practicing:
- (Enclose copy of Bar Association Membership Certificate if any)
16. Income Tax PAN number:
17. Notable achievements:
18. A brief note on suitability of empanelment:
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DECLARATION CUM UNDERTAKING

I declare that I have never been blacklisted / removed from panel/service by any organisation and have never been penalized by any Bar Council in any matter and no case is pending against me in any court. All the information provided by me in my application is true and correct.

Date:

Place:

Signature of Advocate

ANNEXURE-B

Self-attested copies of the following documents are required to be submitted with the application:

1. Registration No./Enrolment No. with the Bar Council/Bar Association.
2. Copies of Certificate of Identity of Practice/Card Issued by Bar Association/Membership Certificate of Bar Association/ Certificate of Practice.
3. Copies of letters / testimonials / Certificate showing empanelment with other academic institutes / PSUs /Companies.
4. Certificate in support of academic and professional educational qualifications.
5. All India Bar Exam Certificate, if applicable.
6. Income Tax Return of the preceding 3 years.
7. Copies of judgments.
8. Declaration that the Advocate is fluent in Computers and has the necessary expertise and infrastructure for occasioning online/virtual meetings and hearing.
