

**INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES)
DHANBAD – 826004**

No. 423434/2024-Estt.

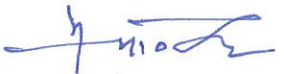
Date: 13.2.2025

Advertisement for Empanelment of Legal Counsels

Applications are invited for empanelment of legal counsels to represent the Indian Institute of Technology (Indian School of Mines), Dhanbad before the Supreme Court of India at New Delhi and other courts and Tribunals in the cases assigned to him/her.

Practicing advocates are eligible for empanelment. The qualification, experience and other terms and condition are given in Annexure-I.

Eligible and interested applicants may send their applications in the enclosed proforma along with Curriculum Vitae and relevant supporting documents to the Registrar, Indian Institute of Technology (Indian School of Mines), Dhanbad by 12.3.2025, 2025 positively.


Registrar

ELIGIBILITY CRITERIA FOR EMPANELMENT OF LEGAL COUNELS AND TERMS AND CONDITIONS

(A) ELIGIBILITY CRITERIA :-

Empaneled Counsels would be responsible for conducting and handling Civil/Criminal/Service matters in Supreme Court of India, New Delhi.

2. The Counsel should be well conversant with Administrative Law, Central Civil Services Rules, Institutes of Technology Act, 1961 and statutes of the Institute framed thereunder, Bharatiya Nyaya Sanhita, 2023, RTI Act and Procedural Codes etc.

3. The Counsel should have excellent communication skills and knowledge of legal practice acquired over a period as mentioned in para (4) below.

4. The Counsel should have experience of not less than 10 years after registering with Bar Council of India and should be practicing in the Supreme Court of India for not less than five years dealing with cases of Civil/Criminal nature.

(B) TERMS AND CONDITIONS AND REMUNERATION PAYABLE TO EMPANELLED COUNSEL :-

The Counsel shall represent the Indian Institute of Technology (Indian School of Mines), Dhanbad before the Supreme Court of India and other courts in the cases assigned to him/her.

2. The Counsel shall receive the notice(s) meant for the Indian Institute of Technology (Indian School of Mines), Dhanbad from the Courts, and ensure that no 'ex-parte' order is passed against the Institute.

3. The Counsel shall handle the cases, which are assigned to him/her and appear in such assigned cases in the Supreme Court and shall prepare Written Statement, Application, Reply Affidavit etc. as and when required.

4. The Counsel shall provide legal opinion to the Institute and shall also prepare reply to the Legal notices of the applicants on behalf of the Institute whenever asked for.

5. The Counsel shall also assist in preparing written briefs and para-wise comments in the cases litigated before Supreme Court of India, whenever asked for.

6. The Counsel shall give opinion regarding the advisability of filing appeal when any case is decided against the Institute.

7. The Counsel shall render all assistance to the Law Officers, Solicitor General or other Counsels, if engaged by the Government of India in a particular case before Supreme Court of India.

8. The Counsel shall keep the Indian Institute of Technology (Indian School of Mines), Dhanbad informed of the important developments in the case from time to time, particularly with regard to drafting, filing of papers, dates of hearing of the case, supplying copies of judgment etc.

9. The Counsel shall perform such other duties of a legal nature which may be assigned to him/her by the Institute.

10. The Counsel shall not take up any case against the Institute during the period of empanelment.

11. The Counsel shall hold the office at the pleasure of the Institute. He/she may be required to visit Dhanbad or any other place in India for which TA/DA at the rates admissible to Dy. Registrar of IIT (ISM), Dhanbad shall be payable on reimbursement basis subject to submission of claim along with all requisite documents as per rules.

12. No retainer-ship fees, TA/DA or any other allowance shall be paid to the Counsel by the Institute.

14. The fees for appearance and other fees/expenses shall be payable to the Counsel as per the fee structure applicable to Central Government Standing Counsel of Supreme Court of India as may be decided by Department of Legal Affairs from time to time.

4. In the event of any doubt or difference of opinion regarding the terms and conditions of empanelment, the decision of the Institute shall be final and binding.

(C) EMPANELMENT AND TEURE OF COUNSEL:

1. The applications received shall be scrutinized by the Institute and the decision of the Institute shall be final.

2. The number of counsels to be empaneled shall be determined by the Institute based on it requirement.

**PROFORMA FOR APPLICATION FOR EMPANELMENT OF LEGAL COUNSEL IN IIT (ISM),
DHANBAD.**

PHOTO

1.	Name in full (in block letters)	
2.	Date of Birth and Age (on the closing date of the application)	
3.	Father's Name	
4.	Complete Residential Address with Telephone No./Mobile No.	
5.	Complete Official Address with Telephone NO./Mobile No.	
6.	E-mail ID	
7.	Educational Qualification (Photocopies of documents to be attached along with the application)	
8.	Date of enrolment as an Advocate (Photocopies of the documents to be attached)	
9.	Experience in years	
10.	Whether working or have worked as a panel lawyer/standing counsel/legal advisor in central/state government or its organisations. (Supporting document to be attached)	
11.	A short note on the suitability of empanelment as legal counsel of the IIT (ISM), Dhanbad. (Please attach a separate sheet)	

Place:

Signature: _____

Date:

Name: _____