

**Dr. Balasaheb Sawant Konkan Krishi Vidyapeeth,  
Dapoli- 415 712, Dist – Ratnagiri (M.S.)**

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Order No. BSKKV/EST-A/10709/of 2017,

Date :- 29<sup>th</sup> December, 2017

**Advertisement for Empanelment of Advocates**

Government of Maharashtra has established Dr. Balasaheb Sawant Konkan Krishi Vidyapeeth, Dapoli to provide better facilities for education in agriculture and allied matters and for particular development of Agricultural sciences and for carrying out or undertaking such schemes or activities to help and support the Agricultural Development in the jurisdiction. As per the MAU Act 3 (c), Dr. Balasaheb Sawant Konkan Krishi Vidyapeeth, Dapoli have its jurisdiction comprising the revenue divisions of Bombay and Konkan i.e. Ratnagiri, Sindhudurg, Raigad, Palghar, Thane and Bruhan Mumbai. Vide this Advertisement the Registrar, DBSKKV, Dapoli invites applications from the Advocates/firm of Advocates for constitution of Panel of Advocates to handle court cases of this University in the Supreme Court/High Court/ Industrial Court/ Labour Court/ District Court/City Civil courts or any other Courts/ Tribunal. The Advocates who are interested to work with University may submit their applications in the format published on the University website (**Annexure – II**) along with necessary self-attested documents. Preference will be given to the Advocate/Advocate Panel who handled cases regarding service matters especially government employees. The application with all relevant documents should reach this office on or before 06.02.2018.

For Prescribed Format, Terms and Conditions and other information please visit university website [www.dbskkv.org](http://www.dbskkv.org). and for any enquiry in the matter please contact on the phone no. 02358 6 282065 or e-mail [regrdbskkv@redifmail.com](mailto:regrdbskkv@redifmail.com).

  
**REGISTRAR**

**Dr. Balasaheb Sawant Konkan Krishi Vidyapeeth,  
Dapoli- 415 712, Dist – Ratnagiri (M.S.)**

**A. Terms and Conditions for Empanelment of Advocates**

1. Eligibility for empanelment is as under -: 10 years' experience in case of having LLB degree/8 years' experience in case of having LLM degree/7 years in case of having Ph. D in Law.
2. Applicant should have completed his degree course from the recognized Universities and should possess Sanad of the Bar Council.
3. Applicant should be familiar with various branches of Law.
4. The appointed Advocate/Panel of Advocate should handle all the court cases of Dr. Balasaheb Sawant Konkan Krishi Vidyapeeth, Dapoli and should not refuse to accept any work without any reasonable cause.
5. The Advocate/ Panel of Advocate should also work as a legal advisory of the University where ever required.
6. Once the hearing of the court case is on floor, the Advocate/Panel of Advocate should not quit the case in between.
7. Once the case is handed over to the Advocate/Panel of Advocate he/they will initiate all the legal formalities required therein such as
  - i. Examination and drafting of legal documents
  - ii. Drafting of applications, petitions etc. to be filed in various courts of law,
  - iii. Prompt removal/curing of defects in appeals/petitions filed as may be pointed out by the registry
  - iv. Apply for the copy of judgment from the court cases attended by him/her and supply the copy of judicial pronouncements at the earliest etc.
  - v. Keep University informed and updated on all important developments about the court case assigned, dates of hearing, order or the court on the date of its pronouncement, supplying copy of judgment etc.
8. Necessary care should be taken while presenting the University on legal ground considering the MCSR, Act and Statute and other rules applicable to the University.
9. It is responsibility of appointed Advocate/Panel of Advocate to maintain absolute secrecy and confidentiality about the cases of the University

10. The appointed Advocate/Panel of Advocate shall not advise any party in or accept any case against the University in which he has appeared or is likely to be called upon to appear for or advice or which is likely to affect or lead to litigation against the University.
11. An empaneled advocate shall not be employee of the University for any purpose and therefore, shall not be eligible for any benefit available to University employee
12. An empaneled advocate shall have the right to private practice, which should not however interfere with the efficient discharge of work of the University but he/she/they shall not advice, hold briefs or appear against the University before any authority, tribunal or court of law.
13. University reserves the right to terminate the appointment/empanelment of a counsel with one month's notice in writing without assigning any reason.
14. University is free to engage any advocate of its own choice and an empanelled advocates shall make no claim that he/she/they alone should be entrusted with Universities' legal matter (s).

#### **B. Procedure for Empanelment**

University May consider the following points for empanelment

1. Length of practice and specialization
2. Track record and integrity
3. If considered necessary, an enquiry with the respective Bar Council/Bar Association about the claims and conduct of the Advocate to be empaneled may be made and credentials may be verified.
4. Proper and adequate infrastructure such as office premises, adequate staff and fax, internet connection, phone facility etc.

#### **C. Documents required to be submitted by Advocate**

Advocate will be required to submit application in the prescribed format as given in Annexure-II with self-attested copies of the documents mentioned below:

1. Certificates in support of educational qualification
2. Certificate of Registration with Bar Council with Sanad
3. Certificate issued by concerned Advocate Bar Association
4. Year wise details of matters conducted
5. Certificate of GST registration
6. ITR for last 3 years

**D. Payment of Professional fees payable to Advocate and other conditions**

1. Schedule of Fees is enclosed in Annexure ó I
2. For cases listed before Registrar of Supreme Court and High Court 1/4<sup>th</sup> of the fees will be paid, if the Advocate is required to appear.
3. For attending Supreme Court cases Journey by air (economy class) or by train (second class) and boarding and lodging expenses Rs. 2000/- per day will be admissible
4. If any dispute arises in respect of fees to be paid to advocate, the decision of the Hon. Vice-Chancellor shall be final and shall not be questioned in any way.

**E. Disablements :**

Disablement on the part of Advocate shall mean and include any of the following;

1. Giving false information in the application for empanelment
2. Handing over the brief or matter to another Advocate without prior written permission of the University.
3. Failing to attend the hearing of the case without any sufficient reason and /or prior intimation.
4. Not acting as per University's instructions or going against specific instructions;
5. Not returning the brief when demanded or not allowing or evading to allow its inspection on demand;
6. As and when debarred by Bar Council;
7. Passing on information relating to University's case on to the opposite parties or their Advocates or any third party which is likely to cause any damage to the University's interests;
8. Giving false or misleading information to the University relating to the proceedings of the case;
9. The University reserves its rights to enlarge the scope of duty of Advocates in order to achieve the aim and object of University.

**F. Doubt/ Difficulty –**

If there arises any doubt/ difficulty with respect to the implementation/ interpretation of any clause of these guidelines, the same shall be placed before Hon. Vice Chancellor of this University and his/ her decision in this regard shall be final and binding.

University reserves right to cancel the process of empanelment at any time without assigning any reason.



Registrar,

Dr. Balasaheb Sawant Konkani Krishi Vidyapeeth,  
Dapoli, Dist. Ratnagiri

## Annexure - I

### Schedule of fee and allowances

Sr. No.	Item of work	Rates
1.	Fee for appearance in Supreme Court	Rs. 9000/- per case per day (for effective hearing) Rs. 1000/- per case per day (for non-effective hearing, subject to a maximum of 5 hearings)
2.	Fee for appearance in High Court	Rs. 4000/- per case per day (for effective hearing) Rs. 1000/- per case per day (for non-effective hearing, subject to a maximum of 5 hearings)
3.	Fee for appearance in Tribunals/ Commissions	Rs. 3000/- per case per day (for effective hearing) Rs. 1000/- per case per day (for non-effective hearing, subject to a maximum of 5 hearings)
4.	Fee for appearance in District Courts/ Subordinate Courts	Rs. 2500/- per case per day (for effective hearing) Rs. 1000/- per case per day (for non-effective hearing, subject to a maximum of 5 hearings)
5.	Fee for drafting SLP/ Writ Petition/ Transfer Petition / Counter Affidavit	Rs. 5000/-
6.	Fee for drafting Additional Affidavit / Miscellaneous Applications etc.	Rs. 4000/-
7.	Fee for Legal Opinion	Rs. 4000/-
8.	Fee for filing appeals (revision/ review) on behalf of UGC	Rs. 6000/- per case
9.	Clerkage	10% (no clerkage will be paid on simple adjournment )
10.	Miscellaneous Charges	As per actual #
11.	Similar/ identical Cases	Where in two or more cases involve substantially identical questions of law or facts and where the main difference is in the names, addresses of the parties concerned, amount of money involved, etc, and/or where common or identical judgments and

		delivered, irrespective of the fact that all the cases are heard together or not, the counsel/ Advocate shall be paid the full amount in the main case and Rs.250/- per case per effective hearing for each of the connected case(s) . SLP/ Petitions of appeal arising out of one common judgment or order will be considered as one case, if they are heard together.
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# - On production of Bills/ Receipts.

## Annexure - II

### Format of Application for Empanelment as Advocate Panel

1.	Name of Advocate	
2.	Date of Birth	
3.	Age (as on 06/02/2018)	
4.	Gender	
5.	Aadhar No.	
6.	PAN No.	
7.	GST Registration No.	
8.	Residential Address	
9.	Office Address	
10.	Telephone No./Mobile No.	
11.	e-mail ID	
12.	Education Qualification	
	<b>Course</b>	<b>Name of Board/ University</b>
		<b>Year of Passing</b>
		<b>Obtained Percentage (Aggregate)</b>
	Graduate	
	Professional Degree (LLB)	
	Post Graduation (LLM) if any	
	Any other (if any)	
13.	<b>Date of enrolment as Counsel/ Advocate</b> <i>(Attach self-attested copy of enrolment certificate issued by Bar Council)</i>	
14.	<b>Date of enrolment as Advocate (Sr. Partner in case of firm)</b>	
15.	<b>Total judicial practice experience in years</b>	
16.	<b>Years of experience in following Court/ Tribunals</b> 1) Supreme Court 2) High Court 3) Industrial Court 4) Labour Court 5) District Court 6) City Civil Court. 7) Any other Court/Tribunals	
17.	<b>Court in which cases handled presently</b>	
18.	<b>Nature of cases handled presently</b>	
19.	<b>Success rate</b>	
20.	<b>Practice Experience</b> (Duration of actual practice) <i>(Attached an experience certificate issued by the Bar Association/ Council)</i>	

21.	<b>Specialization if any</b>	
22.	<b>Whether Central/ State Government or Government undertaking counsel / Pleader (indicate period)</b>	
	<b>List of the documents to be attached in hard copy</b>	
	<ol style="list-style-type: none"> <li>1. Self attested copy of Certificate in support of educational qualifications</li> <li>2. Self attested copy of Certificate of Enrolment issued by the Bar Council under the Advocate Act, 1961</li> <li>3. Self attested copy of Experience Certificate issued by the Bar Association.</li> <li>4. Self attested copy of Certificate of GST Registration</li> <li>5. Self attested copy of ITR for last 3 years</li> <li>6. Self attested copy of Photo Identity Card, Address proof (as per KYC Norms)</li> </ol>	

**Verification :**

I hereby declare that whatever has been stated in the above application is true to best of knowledge and belief.

Date :

Place :

**Signature**