



हैदराबाद विश्वविद्यालय

UNIVERSITY OF HYDERABAD

(A Central University established in 1974 by an Act of Parliament)

P.O. Central University, Prof. C.R. Rao Road, Gachibowli, Hyderabad – 500 046

Website: <https://uohyd.ac.in>; Email: hr@uohyd.ac.in

NOTICE INVITING APPLICATIONS FOR EMPANELMENT OF ADVOCATES/LEGAL FIRMS

The University of Hyderabad invites applications from eligible individuals and law firms for empanelment as Advocates/Law firms to represent the University across various legal matters before diverse Courts and tribunals. Services to be provided include offering legal advice, drafting, and vetting petitions, appeals, Memoranda of Understanding/Agreements, tenders, and NITs.

Eligibility Criteria: Practicing advocates/law firms registered with the Bar Council of India/State Bar Councils are eligible for empanelment, subject to fulfilling the criteria mentioned below.

Qualifications and Experience:

- Bachelor's degree in Law from a recognized University.
- Registration with the Bar Council of India/State Bar Councils.
- Minimum of 15 years of professional experience in handling legal cases, preferably involving Central Universities, Institutes like IITs, IIMs, IISERs, NITs, and Ministries/Departments of the Government of India or State Governments, with a preference for experience in High Courts and District Courts.
- Proficiency in various branches of law, especially Land Disputes/Property law, Constitutional law, Service Laws, Contract Laws, and Taxation.

Application Process: Interested advocates/law firms must submit their applications in the prescribed format (Annexure-A) along with all necessary supporting documents in a sealed envelope addressed to:

The Assistant Registrar, Recruitment/EC & Legal Cell, Room No. 221, First Floor Administration Building, University of Hyderabad Prof. C.R. Road, Gachibowli, Hyderabad – 500 046.

Please superscribe the envelope with "**Application for Empanelment of Advocates/Law Firms.**" **The deadline for receiving applications in the prescribed format along with supporting documents is 30/04/2024.**

Important Note: The previous notification (Notification No. UoH/Legal/2021/44 dt. 05/04/2021) stands cancelled. Advocates/law firms who applied in response to the previous notification need to reapply.

Guidelines for Empanelment of Advocates: Empanelment of advocates/law firms will adhere to the following norms and procedures:

1. The advocates/law firms must carefully review the eligibility criteria, instructions, and terms & conditions before filling out the application form.
2. The initial empanelment will be for three years, subject to annual performance reviews.
3. The University reserves the right to terminate empanelment at any time without assigning any reason.
4. Payment details for Empanelled advocates/law firms are provided below.

- Monthly Retainer Fee: Rs. 40,000/-
- Professional Fee on disposal of each case: Rs. 20,000/-

Procedure for Empanelment: The University will evaluate applications based on merit and adherence to guidelines. Criteria include length of practice, infrastructure, track record, and integrity.

Responsibilities of Empanelled Advocates/Firms: Empanelled advocates/firms must:

- Abstain from advising or representing any party against the University's interests.
- Ensure a timely appearance in court and tender legal advice promptly
- Accept terms and conditions set forth by the University.
- Represent the Union of India, Ministry of Education, and UGC, if required, without additional fees.

Removal from Panel: Empanelled advocates may be removed from the panel due to various disablements, as outlined in the notice.

Sd/-

Date: April 03, 2024

REGISTRAR