



INSTITUTE OF ADVANCED STUDY IN SCIENCE AND TECHNOLOGY
An Autonomous Institute under Department of Science and Technology
Govt. of India, Paschim Boragaon, Garchuk, Guwahati-781035

NOTICE INVITING EXPRESSION OF INTEREST FOR EMPANELMENT OF ADVOCATES IN IASST

Advt. No.332

Date: 13/03/2023

The Institute of Advanced Study in Science and Technology (IASST) is an autonomous multidisciplinary research organization under the Department of Science & Technology (DST), Govt. of India. The Institute has its own permanent campus at Paschim Boragaon, Ghy-35 is planning for empanelment of Advocates to undertake various legal matters of IASST like representing IASST in various courts/Tribunals/Commissions and other Judicial and quasi-judicial authorities across the country, scrutinizing/vetting the proposals for all polices/Acts/Rules/Procedures, drafting of contracts/agreements, preparation of replies of RTI applications/Grievances, Legal opinion etc.

Application is invited in sealed envelope for Empanelment of Advocates. The envelope superscribed as "Application for empanelment of Advocates" containing complete set of hard copy of application along with enclosures, may be submitted by post/courier/delivered in person at IASST office.

- a. Application should be typed and submitted on A4 size paper, spirally and securely bound and with all pages therein in serial order.
- b. All pages of the application should be signed. Any interlineations, erases or overwriting shall be valid only if the person(s) sign and authenticates them.
- c. Contact details of the applicant are to be provided as under (See Annexure A)

The Eligibility criteria shall be as follows:

I. Advocate/Law Firm having minimum 10 years' experience in litigation/ legal cases of the Government Department/PSU before Hon'ble Supreme Court of India/ High Courts/ District Court/ Commission/Tribunals. Preference shall be given to those who are at present working as Panel Advocates of one or more central/ State Government Organization/PSU in Honorable/High Court/District Court/Commission/Tribunal.

Desirable: 15 years of experience

II. The Advocate/law Firms should have adequate setup/infrastructure to deal with the matters and should be currently practicing in the Guwahati High Court or any sub-ordinate Court of Guwahati Jurisdiction. The advocate must be a member of a Bar Association of Guwahati jurisdiction.

III. The Advocates/Law Firms shall not appear/appearing against IASST in any matter before any forum/Courts/Tribunals etc.

IV. Advocates/Law Firms desirous of applying for empanelment may submit in the format provided at ANNEXURE-A.

Terms and Conditions:

I. The Advocate/Law Firms' payment will be as per the approved rates of Department of Legal Affairs, Ministry of Law & Justice, Government of India order No. 26(1)/2014/judl. Dated 01/10/2015) and as amended from time to time.

II. No retainer fee shall be paid to any panel Advocate merely because such advocate has been empanelled.

III. The empanelment will be for a period of three years. The terms of empanelment of advocate may be renewed with the approval of the competent authority.

IV. The last date for submission of application is **21 days** from the date of publication of the advertisement. In case the designated day is declared a holiday, the next working day will be deemed as the last date for submissions of Applications.

V. On scrutiny, any application not found in desired format/illegible/incomplete/not containing clear information, or failing to fulfill the relevant requirement will be rejected for further evaluation process at the sole discretion of IASST.

VI. Short listing or empanelment by IASST does not create any right in favor of shortlisted or empanelled Advocate to get appointed as dealing Advocate in any case/matter.

VII. IASST reserves the right to accept or reject any or all the applications received without assigning any reason therefore whatsoever and the IASST decision in this regard will be final. No contractual obligation whatsoever shall arise from the application process.

VIII. IASST is not responsible for non-receipt of applications within the specified date and time due to any reason including postal delays or holiday in between.

IX. IASST reserves the right to verify the validity of information provided in the application and reject any application where the contents appear to be incorrect, inaccurate or inappropriate at any time during the process of application/empanelment.

X. The applicants shall bear all costs associated with submission of application desired by IASST. IASST will not be responsible or liable for any cost thereof, regardless of the conduct or outcome of the process.

Interested candidate may submit their application in the format as at ANNEXURE-A addressed to the "Registrar, Institute of Advanced Study in Science & Technology, Paschim Boragaon, Garchuk, Guwahati 781035". Applications may be sent latest by **04/04/2023**. For further details kindly refer our official website www.iasst.gov.in

Registrar

IASST

ANNEXURE-A

(For office use only)

1. Application No:
2. Date of Receipt:
3. Signature of Receiving Officer:

Application for empanelment as Advocate/Law Firm in IASST

Affix a recent
passport size
color photograph

1. Advertisement No:
2. Last Date of Receipt of Application:
3. Name of the applicant (Advocate/Law Firm):
4. Father's //Mother's Name:
5. Date of Birth/Date of Inception(DD/MM/YYYY):
6. Gender:
7. Postal Address:
8. Permanent Address:
9. Nationality:
10. Email: Tel/Mobile:
11. If married, the date of marriage and age of the spouse at the time of marriage:
12. Academic Qualification (in case of Firm all partners of the Firm) with documentary proof
(Certificates and Marksheets from HSLC onwards)

Name of Exam	Year of Passing	Board/University	Division	Total marks Obtained and percentage	Subjects
10 th St.					
12 th St.					
Degree					
LLB or equivalent					
Any other					

13. Professional training undergone, if any and details thereof:

14. Past Experience:

Sl No	Period	Name of the organization	Nature of duty

15. Location and Court of Practice along with registration number and name of Bar Council:
16. Area of Specialization:
17. Bar Council Registration No:
18. No. of Cases handled till date and No. of Cases went in favour of Clients:
19. Income Tax Return (Last 3 years): Attached/Not attached
20. Whether fulfils the requisite eligibility conditions: YES/NO
21. Whether documentary proof in support of qualification/eligibility attached: YES/NO
22. Any other information that may like to give:
23. List of enclosures:

DECLARATION

I hereby undertake that the information given above is true and correct. I agree to the terms and conditions for engagement and placement of panel.

Name & Signature of the Advocate/Authorized Signatory

Place:

Date: