



राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान
NATIONAL INSTITUTE OF OPEN SCHOOLING
(An Autonomous Institution Under Deptt. Of School Education and Literacy, Ministry of
Education (MoE), Govt. of India)

A-24/25, Institutional Area, Sector – 62, Noida, U.P. (Website :
www.nios.ac.in)

Date: January, 2024

Advertisement for Empanelment of Advocate in NIOS.

Applications are invited for empanelment of advocates in the panel of the National Institute of Open Schooling (NIOS), Noida, U.P. 201309 under Ministry of Education, Government of India to represent this organization (Headquarters and its Regional Centres) before the Supreme Court of India/High Courts and other courts and Tribunals in the cases assigned to him/her. In addition to above, the NIOS also require legal opinion/ advises on various issues from time to time as per requirement.

The Practicing advocates having ten years of experience are eligible for empanelment. The qualification, experience and other terms and conditions for empanelment are available on NIOS website www.nios.ac.in

Eligible applicants may apply online and sent the hard copy of duly filled application in prescribed proforma through post alongwith all the supporting documents to the Secretary, National Institute of Open Schooling , A-24-25, Sector – 62, Noida, UP - 201309. The last date of receipt of application will be 10 days from the date of uploading on the website.

Secretary

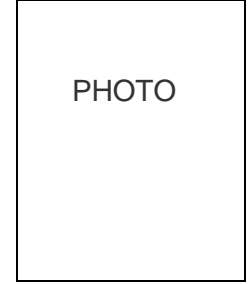


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**PROFORMA FOR APPLICATION FOR EMPANELMENT OF ADVOCATES IN NATIONAL
INSTITUTE OF OPEN SCHOOLING, A-24-25, SECTOR – 62, NOIDA, UP – 201309 AND ITS
REGIONAL CENTRES IN ALL OVER INDIA.**

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. Email ID
7. PAN- Permanent Account Number.
8. Educational Qualification (photocopies of documents to be attached)
9. Date of Enrolment as an Advocate (photocopies of documents to be attached)
10. Experience, in years (Please specify the High Court where enrolled)
11. Whether working or have worked in the past, as a panel Lawyer/Standing Counsel/Legal Advisor in Central /State Government or its organizations (photocopies of documents to be attached)
12. A short note about educational qualification, experience and any other relevant information (on a separate sheet)
13. If partner/engaged in a firm/institution, name(s) of firm(s) and other partners



Verification

I, _____ S/o _____
r/o _____ hereby
declare that whatever has been stated in the above application is true to best of knowledge and
belief.

Signature

Date :
Place :

***Documentary proof to be attached.**



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**ELIGIBILITY CRITERIA FOR EMPANELMENT OF ADVOCATES AND TERMS AND
CONDITIONS**

Empanelled Counsels would be responsible for conducting and handling Civil/Service and other legal matters in Supreme Court, High Courts, District & Subordinate Courts & other forums in Delhi. In addition to above, the NIOS may also seek opinion/ advices on various legal matters/issues from time to time as per NIOS requirement.

(A) ELIGIBILITY CRITERIA:-

- 1 The Advocates should be well conversant with the court procedure in regard to filing, conducting and handling of Civil/Service matters in the courts, etc. and should be conversant with relevant legislations, enactments & Acts.
- 2 The Advocates should have excellent communication skills and Knowledge of legal procedures practice acquired over a period as mentioned in para (4) below.
- 3 The Advocates should have minimum 10 years of active practice in conducting cases of Civil/Service and other legal matters in the Supreme Court/ High Court.

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

1. The Advocates shall represent the NIOS and its Officers/Officials before Supreme Court, Delhi High Court and other courts in the cases assigned to him/her. In addition to above, the Counsel shall also provide opinion/ advices on various legal matters, as sought by the NIOS from time to time.
2. The Advocates shall receive the notice(s) meant for the NIOS and its Officers/Officials from the courts, and ensure that no 'ex-parte' order is passed against NIOS.
3. The Advocates shall handle the cases, which are assigned to him/her and appear in such assigned cases in the Courts and shall prepare Written Statement, Application, Reply Affidavit etc. on behalf of NIOS as and when required.
4. The Advocates shall provide legal opinion/advice to NIOS and shall also prepare reply to the Legal Notices on behalf of NIOS and its Officers/Officials, whenever asked for.
5. The Advocates shall also assist in preparing written briefs and para-wise comments in the cases litigated before various Courts even outside Delhi, whenever asked for.
6. The Advocates shall give opinion regarding the advisability of filing appeal when any case is decided against the NIOS and/or its officers.

7. The Advocates shall keep the NIOS informed about court proceedings & 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 judgments etc.

8. The Advocates shall perform such other duties of a legal nature which may be assigned to him by the NIOS.

9. The Advocates shall not take up any case against the NIOS during the period of empanelment.

10. The Advocates shall hold the empanelment at the pleasure of the NIOS on satisfactory completion of matters assigned to him/her.

11. The fees for appearance and other fees/expenses shall be payable to the Counsel as per the fees structure applicable to advocates as per the NIOS norms.

12. In the event of any doubt or difference of opinion regarding the terms and conditions of empanelment, the decision of the NIOS shall be final and binding and it cannot be challenged in any court of law.

13. Effective Hearing means a hearing in which either one or more parties involved in the case are heard by the Court/Tribunal/Commission on the facts and law in issue of the case. If the case is mentioned by the other side and adjourned or only when directions are given or only judgment is delivered by the Court/Tribunal/Commission, the same shall be a non-effective hearing;

14. In cases where on the request of the Ministry of Education, interests of the UOI have also to be protected, no extra fees shall be paid to the advocate to watch and safeguard the interests of Ministry of Education (MoE) or Union of India (UOI).

(C) EMPANELMENT AND TENURE OF COUNSEL:-

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

2. The number of Advocates to be empanelled shall be determined by the NIOS based on its requirement.

3: The empanelment shall be made initially for a period of three years, which may be extended on year to year basis subject to performance of the advocates to the satisfaction of the NIOS.

(D) TERMINATION OF APPOINTMENT / RESIGNATION

The NIOS reserves the right to terminate the empanelment of a Advocates with one month's notice in writing without assigning any reason. The Advocates may also resign from the NIOS by serving one month's notice.

The NIOS is free to engage any advocate of its own choice and an empanelled Advocate shall make no claim that he/she alone should be entrusted with the NIOS legal matter (s).