

SPORTS AUTHORITY OF INDIA
NETAJI SUBHASH WESTERN REGIONAL CENTRE- GANDHINAGAR
[LEGAL SECTION]

No:II/Appointment/Empanelled Advocate/Legal/SAI/RC/GNR/2024/ Date : 4.07.2024

NOTICE INVITING APPLICATIONS FOR EMPANELMENT OF ADVOCATES

The Sports Authority of India, an autonomous body under Ministry of Youth Affairs & Sports, Government of India and a Registered Society under the societies Registration Act 1860 proposes to invite applications for Fresh Panel of Legal Counsels/Advocates for the SAI, NSWC, Regional Centre, Gandhinagar & SAI, HO, New Delhi to represent on its behalf before CAT, High Court, Supreme Court of India and in all Courts in the following categories:-

1. Service matters
2. Non-service matters
3. Labour matters
4. Sports related matters
5. Arbitration & any other miscellaneous matters
6. Contract Agreements intellectual property Right and Copy Right
7. Any other miscellaneous matters

SAI intends to engage one or more reputed Legal Counsels/Advocates for defending court cases on behalf of Sports Authority of India before the Hon'ble Supreme Court, Hon'ble High Court, various Benches of Central Administrative Tribunal, lower courts and other courts of law/tribunals/forums.

The service of panel Legal Counsels/Advocates will also be utilized for seeking advice, vetting of documents, drafting of MoUs agreements, contracts, Speaking Orders, reply to Legal Notice etc. They may also be requested to represent SAI in Courts out of Gandhinagar.

Interested Legal Counsels/Advocates fulfilling the requirements are invited to submit their application for empanelment as per **Annexure A and Annexure B**.

[I] ELIGIBILITY CRITERIA :

1. Legal Counsel/Advocate Registered with Bar Council of India, State Bar Council Association for at least 05 years from the date of this EOI.
2. Legal Counsels/Advocate must have experience of working in at least One Government Organization/Institutions/Govt.Department's/PSUs/Bank. The empanelment letter of the same is to be attached with the application being submitted by the individual.
3. Legal Counsel/Advocate should be well-equipped in Gujarat and Rajasthan.

[II] TENURE :

- The initial tenure of empanelment of the Legal Counsel/Advocate will be for **two (02 years)**.
- The contract may be extendable by another one year on mutual consent; however, it's purely based on performance review.

[III] RIGHTS OF SAI : The SAI reserves the right to :-

1. Cancel this notice at any stage of the process without assigning any reason thereof and no claim / dispute in this regard shall be entertained;
2. To reject any / all applications without assigning any reason thereof;
3. To relax or waive any of the conditions stipulated in this document as deemed necessary in the best interest of SAI without assigning any reasons thereof;

[IV] TERMS AND CONDITION RELATING TO FEE :

1. The empanelled Legal Counsel/Advocate would be paid fee as per the OM No.26(1)/2014/JUDL. Dt. 01.10.2015 of Ministry of Law & Justice, Dept. of Legal Affairs.
2. All payments will be made in INR.
3. No interest shall be paid for any delayed payment.
4. Legal Counsel/Advocate should submit the bill by the 28th of every month along with details regarding Court Order (Certified Copies), Cause list or e-mail trail for drafting and legal opinion.

[V] GENERAL TERMS & CONDITIONS :

1. The empanelment of the Legal Counsel/Advocate shall be the sole discretion of the Sports Authority of India. No person(s) will have any claim for being empanelled. SAI reserves the right to empanel more than one Legal Counsel/Advocate and assign them job(s) as per the requirement which is solely its discretion.
2. If there are large number of applications received, then suitable criteria will be adopted for short listing the Legal Counsel/Advocate and the panel shall be created based on the personnel interview which will be subsequently scheduled for shortlisted candidates.
3. Legal Counsel's/Advocate's mere submission of application and fulfilling of Eligibility Criteria does not entitle empanelment nor any claim to this effect can be made.
4. The Legal Counsel/Advocate shall visit the office of SAI, Gandhinagar as and when required for discussion on any subject matter of legal importance. The Legal Counsel/Advocate shall also visit the office of SAI periodically (as directed by SAI) for general discussions and to review the progress of court matters.
5. Quick response in cases of emergency is expected by the empanelled Legal Counsel/Advocate; even though the situation may arise on holidays/non-working days.
6. The Legal Counsel/Advocate shall take all necessary steps to protect the interest of SAI in matters entrusted to it from time to time in complete totality.
7. SAI, may at any time, at its discretion withdraw any case proceeding/matter/brief without assigning any clarification from the Legal Counsel/Advocate. In such situation, the empanelled Legal Counsel/Advocate will be required to handover the case papers and provide such other assistance as may be required.
8. The Legal Counsel/Advocate will not use SAI's name /logo/Symbol on its letter Head/Signboard/Nameplate etc.
9. All miscellaneous work such as notarization, photocopying etc. of petitions/counters/judgements will be the responsibility of the Legal Counsel/Advocate. SAI will provide all documents through e-mail or by post only to the Legal Counsel's/Advocate's office, and it is their responsibility to take prints etc. themselves and may claim the charges thereof.
10. The empanelled Legal Counsel/Advocate (s) shall maintain absolute secrecy and confidentiality about the cases of SAI entrusted to them.
11. The empanelled Legal Counsel/Advocate shall be required to sign an Agreement.
12. SAI reserves the right to verify / cross check the information furnished / submitted by the Applicants.
13. The Legal Counsel/Advocate will be required to advise SAI on matters incidental to litigation and also, when any case is decided against the Authority, give their opinion regarding advisability or otherwise for filing an appeal against such a decision in the interest of SAI.
14. If considered necessary, SAI may engage any Law Officer of the Government of argue the cases on behalf of the SAI/UOI. The Legal Counsel/Advocate shall be required to assist such law officer as and when required to do so by SAI. The Legal Counsel/Advocate will however continue to get the fee as admissible in these cases.
15. In case of any misconduct, SAI will take appropriate action against the empaneled Legal Counsel/Advocate which includes filing complaint with the Bar Council and recovery of the financial loss(s) so caused to SAI. Here the word misconduct will have the same meaning as in **Advocates Act, 1961**.
16. The applicant should furnish an undertaking to the effect that he/she has not been blacklisted in India or abroad or by any Government Department in the format as placed at **Annexure-B**.
17. The Firm should follow various provisions of **Advocates Act, 1961** and/or **Legal Counsels Act** as applicable abide by the secrecy clause.
18. The empanelled Legal Counsel/Advocate will be obliged to share their complete communication details including land numbers, mobiles, e-mails address etc. along with the communication details of his/her junior counsel or office attendant for proper coordination.
19. The empaneled Legal Counsel/Advocate will be obliged to receive the written statements/rejoinders given by the opposite party and timely provide the same to SAI.
20. The empanelment of the Legal Counsel/Advocate is liable to be cancelled due to occurring of any or more of the following conditions/situations:
 - a) Giving false information in the application for empanelment;
 - b) Handing over the brief/matter to any other Legal Counsel/Advocate without prior written permission of the SAI;
 - c) Failing to attend the hearing of the case without prior intimation with sufficient reasons(s) and not arranging for local Legal Counsel/Advocate;
 - d) Not acting as per instructions of SAI or going against specific instructions;
 - e) Threatening , intimidating or abusing any of the employees, officer(s) or representatives of SAI;
 - f) Committing any act tantamounting to contempt of court or professional misconduct;
 - g) Passing information relating to SAI's case to any third party likely to harm the interest of SAI except the information as permitted under the law;
 - h) Giving false or misleading information to SAI relating to any proceeding /case etc.

- i) Taking adjournment in any case or not objecting to the adjournment, moved by the opposite party without sufficient reason.
21. The empaneled Legal Counsel/Advocate is free to undertake private practice which does not interfere with or is not in conflict (direct or indirect) with efficient discharge of its responsibility as an empaneled Legal Counsel/Advocate for SAI.
22. Eligible Advocates/Government Standing Counsels & Law Firms who are located at in Gujarat & Rajasthan and interested to work with SAI on the item wise Fee Structure enclosed at **Annexure "C"** are requested to submit their detailed Bio-Data along with valid Bar Council Certificate, experience & achievements with all supporting documents latest by 25.07.2024 in the format enclosed at **Annexure "A & B"**. The application should be sent in the sealed cover super scribing on the envelope "**Application for empanelment of Legal Counsel/Advocates in SAI**" to **Regional Director (In-Charge), Sports Authority of India, Netaji Subhash Western Centre (NSWC), Regional Centre, Sports Complex, Sector-15, Gandhinagar-382 016, Gujarat.**
23. The applicants can also apply through email; however, it has to be ensured that the application is duly accompanied by all documents duly scanned and attached with mail. The reference of the attached documents should be mentioned in email body. The application should be duly signed prior to scanning and attached with the email. The total number of pages and its content should be clearly mentioned in the email body. The application should be sent at this email only. "RC GANDHINAGAR" sailegal.panelrcgnr@gmail.com.
24. The application received after the cut-off date and time will not be considered/entertained. The SAI invited application vide its Notice dated 04.07.2024 with cut-off date 25.07.2024 for extending the panel of Legal Counsel/Advocate by including experts in the matters related to contracts agreements, internal property & copy right. The application received against this Notice dated 04.07.2024 within the cut-off date will be considered against this Notice & these applicants need not to apply again.
25. While this document has been prepared in good faith, SAI shall have no responsibility or liability whatsoever in respect of any statements or omissions therein.
26. The existing panel lawyers may also apply afresh.

[VI] INDEMNITY :

The empaneled Legal Counsel/Advocate will indemnify against all legal/other obligations of its professional deployed for SAI's work.

-SD-
(Aditi Singh)
DIRECTOR (LEGAL)

EMPANELMENT OF LEGAL COUNCEL IN SAI

01	Name	
02	Address for Correspondence	
03	Land Line No. (Office)	
04	Land Line No. (Residence)	
05	Mobile (s)	
06	E-mail	
07	Permanent Address with Tel. No.	
08	PAN Card No.	
09	Adhar Card No.	
10	Educational Qualification (Complete details)	
11	Date of Registration Bar Council (Attach copy of enrolment certificate)	
12	Area of Experience/ Practice	
13	Field of Specialisation	
14	Government empanelment. (Detail the Grade)	
15	Any other achievement worth a mention	
16	Any other information sought in the scope of work	

Undertaking :

- i) I also undertake to maintain absolute secrecy about the cases of the SAI required under the Act, Rules and Regulations there under.
- ii) I agree with the Fee Schedule notified by SAI.

Signature of Advocate
Address (Office & Residence/Chamber)



F. No. 01-02010/10/2021-HO-Legal Division /671

Date 16.11.2022

Office Memorandum

Consequent to the approval of the competent authority, mentioned below is the legal fees structure for the empanelled legal counsel of SAI.

The fee structure applicable to counsel appearing in Supreme Court :

Sr. No.	Item of work	Fee
1.	All Regular Appeals and defended Writ Petitioners (for final hearing)	Rs. 9,000/- per case per day
2.	All defended Admission matters (SLP/TP and writ petitions & other misc. matters for admission)	Rs. 4,500/- per case per day
3.	Out of Headquarter	Rs.9000/- daily fee for the days of his/her absence from HQ
4.	Clerkage	NIL
5.	Drafting SLP / Counter Affidavit / Rejoinder/Misc. Application etc.	3000/- per cases
6.	Miscellaneous and out of pocket expenses	On actual basis on production of relevant documents as far as possible or with the satisfaction of the Department where the documents cannot be provided

(B)

The fee structure applicable for the counsel in appearance before Hon'ble High Court of Delhi and Ld. CAT:

Sr. No.	Item of work	Fee
1.	Appearance	Rs. 9000/- per case per day of effective hearing in case of non-effective hearing Rs. 1500/- per case per day subject to a maximum of 5 hearing
2.	Miscellaneous Application	Rs. 3000/- per case
3.	Conference	Rs. 900/- per conference subject to :- (i) For setting pleadings – one conference. (ii) In respect of Hearing or Writ matters, Suits, Appeals and Supreme Courts leave

		applications etc- Three Conference (Maximum)
4.	Out of Headquarter	Rs.9000/- daily fee for the days of his/her absence from HQ
5.	Drafting Writ Petition / Counter Affidavit / Rejoinder/Misc. Application etc.	Rs. 3000/-
6.	Miscellaneous and out of pocket expenses	On actual basis on production of relevant documents as far as possible or with the satisfaction of the Department where the documents cannot be provided

(C)

The Fee structure for appearance before the District, Subordinate Courts and Labour Court :

Sr. No.	Item of Work	Fee
1.	Fee for effective hearing	Rs. 1800 per case per day
2.	Fee for non-effective hearing	Rs. 600 per case per day subject to a maximum of 5 hearing
3.	Fee for drafting written statement, grounds of appeal etc.	Rs. 1500 per pleading
4.	Fee for drafting other pleadings of misc. nature	Rs. 600 per pleading
5.	Fee per Conference	Rs. 900 (subject to maximum of 5 such conferences in a case / group of identical cases)
6.	Daily fee for out of Headquarter	Rs. 2700/- per day
7.	Clerkage	@10% of total fee excluding miscellaneous and out of pocket expenses (maximum Rs. 5250 in a case) (to the satisfaction of this office and Production of bill)
8.	Miscellaneous and out of pocket expenses	On actual basis on production of relevant documents as far as possible or with the satisfaction of the Department where the documents cannot be provided

(D)

The fee structure for appearance in the matter for Arbitration:

Sr. No.	Details of Work	Fee
1	Fee for effective hearing	Rs. 2,250/- per appearance
2	Fee for non-effective hearing	Rs. 450/- per appearance (Maximum four such hearings)
3	For drafting pleadings	Rs. 1,500/- per pleading

4	Conference fee	Rs. 450/- per conference (Maximum three such conferences in a case)
5.	Daily fee out of headquarter	Rs. 3000/- per day
6.	Miscellaneous and out of pocket expenses	On actual basis on production of relevant documents as far as possible or with the satisfaction of the Department where the documents cannot be provided

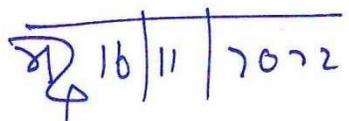
(E) * Since, the below mentioned work did not feature in the OM of Ministry of Law & Justice, the fee structure has been determined in accordance to the similar work rendered.

Sr. No.	Details of Work	Fee
1.	Legal Vetting *	Rs. 3000/-
2.	Legal Opinion *	
3.	Drafting of MOU/RFP/EOI etc.	Rs. 3000/-
4.	Miscellaneous and out of pocket expenses	On actual basis on production of relevant documents as far as possible or with the satisfaction of the Department where the documents cannot be provided

Rest of the terms for payment of fees is to be followed as per the OM No.26(1)/2014/ judl. dated 01.10.2015 of Ministry of Law and Justice except of retainership fee mentioned in the said OM.

This memorandum supersedes any other memorandum or any official communication on this subject prior to this date, day and year issued by the SAI, Head Office. This OM is applicable from the date of joining of each advocate on SAI Panel.

This is issued with the approval of the Competent Authority.

16/11/2022

 (Manjushree Dayanand)
 Director (Legal)

To

Advocates presently empaneled with SAI for the specific duration.

Copy to :

- i) Director (Finance), SAI Head Office
- ii) DD to DG SAI
- iii) AD(Legal)
- iv) DDO, SAI Head Office
- v) SO to Secretary, SAI
- vi) Master Folder

(Manjushree Dayanand)