

NOTICE

No. : All/EN/Consultant/Legal/1/2016-17

Date : 27-05-2016

Sub. : Engagement of Consultant/Legal for Chief Project Manager, DFCCIL/Ajmer Unit

Dedicated Freight Corridor Corporation of India (DFCCIL) is a Special Purpose Vehicle set up under the administrative control of Ministry of Railways to undertake planning & development, mobilization of financial resources and construction, maintenance and operation of the Dedicated Freight Corridors. DFCCIL was incorporated in October 2006 under Indian Companies Act 1956.

One consultant (legal) for law & arbitration cases is required for the CPM Office DFCCIL, Ajmer on outsource basis. The candidate should have experience of all cases related with law & land acquisition, arbitration etc. The qualification, experience other terms and conditions and the proforma application is available on the DFCCIL website www.dfccil.gov.in.

Eligible applicants may send their applications to the Chief Project Manager, DFCCIL, A-1 Circular Road, Near SP (GRP) Office, Ajmer-305001 within one month from the date of published of this notice in News paper or before 01-07-2016 whichever is later, by post or in person.

Application received after closing date will not be considered.

1. Eligibility :

- i. Minimum qualification :** Candidate should be a law graduate from a recognized university.
- ii. Essential requirement :** Candidate should have experience of at least five years in any one or more areas such as dealing the matters related to land acquisition, arbitration matter, court cases related to civil suit, service matter, tax matter & corporate issues. Candidate should also have experience of drafting the application, reply, deeds and examination of legal documents.
- iii. Desirable requirement:** Preference shall be given to the following attributes:
 - a) Candidate retires from Railway, Central/State Govt. and Central PSU having experience to deal with legal matters, court cases and legal vetting of documents.
 - b) Candidate who are registered with State Bar Council and authorized to do legal practice before any court with the above eligibility.
 - c) Candidate having post-graduation in law or post graduate diploma in addition to above qualification.
- iv. Age :** The age limit between 30 to 63 years.

2. Documents to be submitted :

- i.** Notarized copy of Law graduation degree certificate.
- ii.** Notarized copy of post-graduation in law or post-graduation diploma certificate, if applicable.
- iii.** Notarized copy of registration with State Bar Council, if applicable.

- iv. Notarized copy of PAN Card / Adhar Card / Passport / Driving License/ Matriculation Certificate / Mark sheet for age proof.
- v. Notarized copy of experience certificate from previous employers in respect of Essential requirement (ii) and desirable requirement (iii) (a).
- vi. Notarized copy of PPO issued to employee on retirement, if applicable.
- vii. Notarized affidavit on Rs. 100/- stamp paper, for essential requirement and desirable requirement, duly certifying that –
 - a) You have experience of at least five years in any one or more areas such as dealing the matters related to land acquisition, arbitration matter, court cases related to civil suit, service matter, tax matter & corporate issues. (duly giving break up of experience matter wise)
 - b) You have experience of drafting the application, reply, deeds and examination of legal documents
 - c) You are retired from Railway, Central / State Govt. or Central PSU (please name the applicable organization) and have experience to deal legal matters, court cases and legal vetting of documents. (If applicable)
 - d) You are registered with State Bar Council and authorized to do legal practice before any court. (if applicable)

3. **Term**

- i. **Emoluments** : Total emoluments is Rs. 30,000/- (Thirty Thousand Only) per month (all inclusive). The TA/DA will be equivalent to Assistant Project Manager of DFCCIL level.
- ii. The engagement of Consultant/Legal will be for one (1) year from the date of issue of engagement offer letter on contractual basis.
- iii. The term can be terminated by giving 15 days notice by either side.
- iv. The candidates are advised to fill the application format carefully in accordance with the eligibility criteria and experience mentioned above. In absence of which his application is liable to be rejected.
- v. CPM/DFCCIL or his representative has reserved the right to reject any application without assigning the reasons.

4. **Nature of Work :**

- i. The Consultant/Legal will be required to handle Arbitration/court cases pertaining to CPM/Ajmer unit in different courts.
- ii. Giving oral and written opinion on issues relating to the business of DFCCIL which are referred to them and deal with official correspondence pertaining to legal matters.

- iii. Legal Vetting of tenders, contracts, documents related to the transaction of business of DFCCIL and referred to them by the DFCCIL.
- iv. Drafting of Legal documents in connection with the business of DFCCIL.
- v. Participation in discussion/conference on behalf of DFCCIL and with their clients.
- vi. Participation in day to day working of DFCCIL in legal matters.

5. Maintaining Professional Ethics :

During the Term of Engagement and thereafter the Consultant/Legal shall maintain strict confidentiality of the matters pertaining to the DFCCIL. They shall not accept any case against the DFCCIL organization. They shall not be allowed to private practice as an advocate during their term in DFCCIL.

6. Mode of Selection :

Application received in response to notification will be scrutinized and applicants will be screened w.r.t. the criteria mentioned above and eligible applicants will be called for personal interview & documents verification with original documents. Based on essential/desirable qualification, experiences & interview candidate will be selected.

7. Place of Posting :

The place of posting will be in the office of the Chief Project Manager, DFCCIL, Ajmer.

8. Closing date of Application :

Application along with all the documents should reach the office of DFCCIL on or before 17.00 hrs. of 01-07-2016, by post or in person.

9. Submission of Application :

Candidates desirous of applying for engagement may submit in the format provided at Annexure-A to Annexure-C. The format is also available on the website www.dfccil.gov.in

The application on the prescribed format may be sent to –

**Chief Project Manager
Dedicated Freight Corridor Corporation of India Ltd.
A-1, Circular Road, Near SP (GRP) Office, Ajmer-305001**

**Chief Project Manager
DFCCIL/Ajmer**

ANNEXURE-A**Sub. :** Application for Engagement of Consultant/Legal for DFCCIL/Ajmer unit**Ref. :** Notification No. All/EN/Consultant/Legal/1/2016-17 date : 27-05-2016

Sr. No.	Information Details	
1	Name of Candidate	
2	Address with Telephone Nos & email address	
3	Academic Qualification	
4	Location and court of practice along with registration number and name of Bar Council	
5	Area of Specialization	
6	Whether fulfils the requisite minimum eligibility condition. (attach list of enclosures & mentioned pages)	Yes/No
7	Whether fulfils the essential eligibility condition. (Enclose Documentary proof in support of essential eligibility/ minimum 5 years experiences)	Yes/No
8	Whether documentary proof in support of desirable experience-attached	Yes/No
9	Details of previous placement	
10	Any certificate issued from Employer having work experiences or from other body (Attach copy & mentioned no. of pages)	
11	Any other information you may like to give	
12	List of enclosures	

DECLARATION

I hereby, undertake that the information given above are true and correct. I agree to the terms and conditions for engagement as Consultant/Legal.

Place :**Name & Signature of the Candidate****Date :**

ANNEXURE-B**Details of Minimum Qualification**

Sr. No.	Educational Qualification	Year of passing break up of period of experiences	University/ College from where LLB degree done	Mark secured	Ramarks

ANNEXURE-C**Details of Essential requirement**

Client/Employer	Number of years of experiences	Break up of period of experiences			
		Dealing the matter related to Land Acquisition (In years)	Arbitration cases (In years)	Court cases related to civil suit	Service matter, tax matter, corporate issues