

DELHI SKILL AND ENTREPRENEURSHIP UNIVERSITY
Integrated Institute of Technology complex
Sector 9, Dwarka, New Delhi - 110077

No. F.2(10)/DSEU/Admn./2021/163

Dated: 15/02/2021

To,

1.	The President/Secretary, Delhi High Court Bar Association Shershah Road, Delhi High Court, India Gate, New Delhi - 110003	2.	The President/Secretary, Bar Association, Karkardooma Courts, 1st Floor, D-Block, Lawyers Chambers Karkardooma Court, Shahdara Delhi - 110032
3.	The President/Secretary, Bar Association, Saket Court Complex Press Enclave Marg, Sector- 6, Saket, New Delhi- 110017	4.	The President/Secretary, Bar Association, Metro Station, 2A & 3B, Outer Righ Road, B1ock D, Sector, 14, Rohini East, Delhi - 110085
5.	The President/Secretary, New Delhi Bar Association, Patiala House Court Complex., New Delhi-110001	6.	The President/Secretary, Delhi Bar Association, Tis Hazari Courts, Delhi - 110054
7.	The President/Secretary, Bar Association, Dwarka Courts, 1st Floor, Lawyers Chamber Block (Dwarka Court Bar Association) Dwarka, New Delhi		

Sub: Engagement of Legal Consultant on retainership basis in Delhi Skill and Entrepreneurship University.

Sir/Madam,

In reference to the subject cited above, it is to inform that Delhi Skill and Entrepreneurship University invites applications from willing and eligible individuals/firms/agencies for engagement of Legal Consultant on retainership basis initially for two years. The detailed advertisement with application form and other eligibility conditions are also available on the website of Department of Training & Technical Education i.e. www.tte.delhigovt.nic.in (copy of the same is also enclosed).

The complete applications in prescribed format along with supporting documents, as mentioned in the Advertisement Notice, is required to be sent to Registrar, Delhi Skill and Entrepreneurship University, Integrated Institute of Technology complex, Sector 9, Dwarka, New Delhi - 110077 on or before 05/03/2021.

It is, therefore, requested to circulate the Advertisement Notice to all the Bar Council members for wide publicity.

Encls: - As above.

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(RAJ KUMAR)
Registrar

DELHI SKILL AND ENTREPRENEURSHIP UNIVERSITY

Integrated Institute of Technology complex
Sector 9, Dwarka, New Delhi – 110077

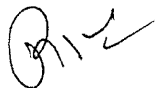
NOTICE

Engagement of Legal Consultant on retainership Basis

Delhi Skill and Entrepreneurship University invites application from prospective individuals/firms/agencies for Delhi Skill and Entrepreneurship University.

The tenure for engagement of Legal Consultant on retainership basis initially for a period of two years extendable for further two years on year to year basis. The details regarding Name of post, Educational qualification, Tenure and other terms & conditions, etc. in respect of Legal Consultant on retainership basis are as under: -

1. **Name of the Post:** Legal Consultant (on retainership basis)
2. **No. of post/s:** 01 (one)
3. **Essential Qualification:**
 - a. Degree in Law of a recognized University or equivalent.
 - b. 04 years experience of legal work after acquiring the degree of law.
4. **Scope of Work:**
 - a. Vetting of contracts, MoUs, Tender documents/Bid documents etc.
 - b. Advise University in respect of litigation matters to be filed by/filed against University.
 - c. Giving of opinion and advice on administrative and financial matters from time to time.
 - d. To assist, accompany and participate (wherever required) in meetings / conference and to provide legal opinion etc. on the issue specially referred to.
 - e. Vetting of plaint, written statements, other applications etc. to be filed by and on behalf of University.
 - f. Any other matter / legal issue as University may refer from time to time.
5. **Remuneration:** Rs. 25,000/- p.m. as retainer fee. In addition, Rs. 10,000/- p.m. shall be payable as Secretarial Assistance only for the month in which any of the services, mentioned in the scope of work, is rendered.
6. **Terms and Conditions:**
 - a. The remuneration mentioned will remain in force till the completion of contract. No revision/enhancement of fees will be allowed during the contract period.



- b. Performance security, to the tune 3% of the total fees/contract value, shall be deposited by the successful individuals/firms/agencies, with the University.
 - c. The successful individuals/firms/agencies will enter into an agreement with DSEU, detailing the terms & conditions of engagement before being assigned any work.
 - d. Performance security will be released only after completion of all the obligations of the contract.
 - e. Performance security shall be forfeited, in the event of gross negligence, irregularity, laxity & misconduct on the part of the individuals/firms/agencies in addition of terminating the agreement.
 - f. Vice Chancellor, DSEU reserves the right to cancel the contract without assigning any reason.
 - g. In the event of any dispute, the decision of Vice Chancellor, DSEU is final & binding on the individuals/firms/agencies.
7. Applications in the attached format (Annexure-I), along with copies of supporting documents, viz., educational qualification, experience, etc. may be sent so as to reach the Registrar, Delhi Skill and Entrepreneurship University, Integrated Institute of Technology complex, Sector 9, Dwarka, New Delhi - 110077 on or before 05/03/2021.



(RAJ KUMAR)
Registrar

ANNEXURE-I

**Applications for Engagement of Legal Consultant on retainership Basis in
Delhi Skill and Entrepreneurship University**

1. Name of the individual/firm/agency:
2. Address (with contact no. & email address):
3. Educational & Professional Qualification:

Educational & Professional Qualification	Board/University
(1)	(2)
i. Sr. Secondary or Equivalent (12 th)	
ii. Graduate (LLB)	
iii. Post-Graduation (LLM)	

4. Details of Experience:

5. Registration No. of Bar Council:

This is to certify that I/We have carefully read the contents of the document and fully understood all the scope of work along with the terms & conditions therein and undertakes myself/ourselves to abide by the same.

Signature of the individual/firm/agency

Name of the individual/firm/agency

Dated:.....