

CEMENT CORPORATION OF INDIA LIMITED
(A GOVERNMENT OF INDIA ENTERPRISE)
Core-V, Scope Complex, 7 Lodhi Road, New Delhi-110003

Advertisement No: CO/LGL/ADV/2023/01/06

Notification for Empanelment of Advocates/ Law Firms in the CCI

Cement Corporation of India Limited (CCI) invites Applications from Advocates/ Law Firms for empanelment to represent the interest of CCI before Courts/ Tribunals, Judicial and Quasi-judicial authorities. The services of Advocates shall be utilised inter alia for Litigation and Arbitration besides drafting/ vetting of Contracts/ Agreements and Legal Opinions.

The eligibility criteria and conditions of empanelment are as follows:

1. The Advocate/ Law Firm must have a minimum experience of 5 Years in Litigation/ Arbitration, with either of the parties being a Public Sector Undertaking/ Government Department, before the Supreme Court of India, High Courts, District Courts and Tribunals. Preference shall be given to the Advocate/ Law Firm presently empanelled with Central Government/ State Government/PSUs and conducting cases related to Commercial, Industrial, Labour & Service matters. Advocate-on-Record shall be preferred for the Supreme Court.
2. The Advocate/ Law Firm must have adequate infrastructure and must be enrolled with the Bar Council on the date of this notification.
3. The Advocate/ Law Firm desirous of applying for empanelment may submit duly filled Application in the Format provided at **Annexure-A**.
4. The fee of the empanelled Advocate/ Law Firm shall be strictly governed by the CCI Fee Structure provided at **Annexure-B** as amended from time to time. Further, no Retainer Fee shall be paid to the empanelled Advocate/ Law Firm merely on account of being empanelled.
5. The empanelled Advocate/ Law Firm must refrain from contesting a case against the CCI.
6. The Applications are invited in sealed envelope superscripted as "**Application for empanelment of Advocate/ Law Firm**". The sealed envelope containing the hard copy of Application along with enclosures must be submitted by post to or delivered in person at the concerned Units of the CCI as provided at **Annexure-C**. The Application must be typed and submitted on A4 size paper, spirally and securely bound and with all pages therein in serial order. All pages of the

Application must be signed. The contact details of the Advocate/ Law Firm must be provided as under: Name: Enrolment No. Email ID: Mobile No.: Address:

7. The Application shall be made only for one region as provided under **Annexure C** and empanelment of the Advocate/ Law Firm shall be for that particular region only.
8. The last date for submission of Application is **15.05.2023** till 05:00 PM.
9. On scrutiny, any Application not found in desired format/illegible/incomplete/not containing clear information, or failing to fulfil the eligibility shall be rejected for further evaluation at the sole discretion of CCI.
10. The short listing or empanelment by CCI shall not create any right in favor of the shortlisted or empanelled Advocate/ Law Firm to be engaged as dealing Advocate on behalf of CCI.
11. CCI reserves the right to accept or reject any or all Applications without assigning any reason whatsoever and the CCI decision in this regard shall be final.
12. Empanelment of Advocate/ Law Firm shall be liable to be cancelled on the occurrence of any of the disablements provided at **Annexure-D**.
13. CCI reserves the right to verify the validity of information provided in the Application and reject any Application where the contents appears to be incorrect at any time during the process of empanelment.
14. The Applicants shall bear all costs associated with the submission of the Application for empanelment. The interested Advocate/ Law Firm may submit the Application in the prescribed Format addressed to the General Manager of the Units.
15. The Advocate/ Law Firm empanelled with the CCI need not submit Application for empanelment.


Chaman Jaggi
General Manager (HR)

Date: 13-04-2023

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ANNEXURE 'A'

FORMAT OF APPLICATION FOR ADVOCATES

1. Name
2. Date of Birth & Age (as on)
3. Educational Qualifications
4. Date of Enrolment
5. Name of Bar Council
6. The Court/s of Practice (indicate total period)
7. Details of Experience/ Practice
8. Area of Practice
9. Specialization, if any (Civil/ Criminal)
10. Experience of Labour matters, if any
11. Experience of Service matters, if any
12. Publications, if any
13. Landmark Judgements
14. Whether Central Govt. Counsel/ Pleader (indicate period)
15. Brief list of the Clients e.g. Govt. Organizations/PSUs
16. Date of Enrolment as an Advocate-on-Record (AOR) of the Supreme Court and Registration No.
17. PAN No.
18. GST No. (as per applicable law)

A brief note on suitability for empanelment with the details of important cases dealt by the Advocate and reported Judgment/s, if any.

The following documents are enclosed:

- a) Copy of Enrolment Certificate
- b) Copy of Registration Certificate
- c) Copy of Identity Card issued by Bar Council and Bar Association
- d) Documents regarding empanelment with Govt. Organizations/ PSUs/Private Organisations
- e) Documents regarding cases handled by the Advocate/ Law Firm and the Judgment/ Order was reported in reputed Legal Journals.
- f) Copy of Pan card & GST Details

I declare that I have never been penalized by any Bar Council in any Disciplinary Proceedings and all information furnished herein is correct.

I undertake to maintain absolute secrecy about the cases of the CCI and to personally draft the pleadings and make appearance on the date of hearing before the Court/ Tribunal. In case of any adverse order or dismissal of a case for non-appearance of the Advocate/ Law Firm, CCI reserves the right to lodge a complaint before the concerned Bar Council.

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I undertake to accept all the terms and conditions of empanelment unconditionally and unequivocally.

I agree with the Fee Schedule notified by CCI.

Signature of Advocate/Law Firm

Name
Address (Office & Residence/Chamber)
Tel No./Mobile No.
Fax No./ Email ID.

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A : Fee for Courts Jurisdiction at Delhi (NCR) & Hyderabad

S. N.	PARTICULARS	Experience more than 5 years			Experience more than 10 years			Experience more than 15 years		
		Tribunal/ Board/ Labour Court Etc.	District Court	High Court	Tribunal/ Board/ Labour Court Etc.	District Court	High Court	Tribunal/ Board/ Labour Court Etc.	District Court	High Court
1.	Fees for drafting Plaint/ Written Statement/ Counter Claim	6,000	8,500	12,000	7,500	11,000	12,500	9,000	12,500	15,000
2.	Fees for drafting Misc. Application, Affidavit Etc. [Per Application]	2,000	2,500	3,000	2,500	2,500	3,000	3,000	3,500	4,000
3.	Per Appearance [Effective]	2,000	2,500	3,500	2,500	3,500	6,000	3,500	6,500	10,000
4.	Per Appearance [Non-Effective]	50% of Sl. No. 3								
5.	Legal Opinion	2,500	3,000	5,000	3,000	4,000	6,000	4,000	8,000	10,000
6.	Clerkage	10% on Sl. No. 1, 2, 3 & 4								
7.	Misc. Expenses i.e. Photocopy Typing, Court Fee, and Notary Etc.	As per actual on submission of bills & receipt								
8.	Conference [Per Sitting]	1,500	1,500	2,000	2,000	2,500	3,000	3,000	4,000	6,000

B : Fee for Courts Jurisdiction at Rest of India excluding A *

S. N.	PARTICULARS	Experience more than 5 years			Experience more than 10 years			Experience more than 15 years		
		Tribunal/ Board/ Labour Court Etc.	District Court	High Court	Tribunal/ Board/ Labour Court Etc.	District Court	High Court	Tribunal/ Board/ Labour Court Etc.	District Court	High Court
1.	Fees for drafting Plaint/ Written Statement/ Counter Claim/ Counter Affidavit Etc.	5,000	5,500	7,500	5,500	6,000	8,500	7,000	8,500	12,000
2.	Fees for drafting Misc. Application Etc. [Per Application]	1,500	2,000	2,000	1,800	1,800	2,000	2,000	2,500	2,500
3.	Per Appearance [Effective]	2,500	2,500	3,000	2,500	3,000	3,500	3,000	4,000	6,000
4.	Per Appearance [Non-Effective]	50% of Sl. No. 3								
5.	Legal Opinion	1,500	2,000	2,500	2,000	2,500	3,500	3,000	4,000	5,000
6.	Clerkage	10% on Sl. No. 1, 2, 3 & 4								
7.	Misc. Expenses i.e. Photocopy, Typing, Court Fee, Notary Etc.	As per actual on submission of bills & receipt								
8.	Conference [Per Sitting]	1,000	1,200	1,500	1,200	1,500	1,800	2,000	2,200	2,500

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C: Fee Structure for Supreme Court of India

S. N.	PARTICULARS	Experience more than 10 years	Experience more than 15 years
1.	Fees for drafting of SLP/ Appeal Etc.	15,000	20,000
2.	Fees for drafting of Misc. Application / Affidavit Etc. [Per Application]	7,500	9,000
3.	Per Appearance [Effective]	8,000	10,000
4.	Per Appearance [Non-Effective]	50% of Sl. No. 3	
5.	Legal Opinion	7,500	12,000
6.	Clerkage	10% on Sl. No. 1, 2, 3 & 4	
7.	Misc. Expenses i.e. Photocopy Typing, Court Fee, and Notary Etc.	As per actual on submission of bills & receipt	
8.	Conference [Per Sitting]	4,000	6,000

D: Fee Structure for Arbitration Matters

S. N.	PARTICULARS	Sum in Dispute up to 1 Crore	Sum in Dispute between 1 to 7 Crore	Sum in Dispute between 7 – 12 Crore	Sum in Dispute more than 12 Crore
1.	Experience of Advocate**	4 to 8 years	8 to 12 years	12 to 15 years	More than 15 years
2.	Drafting of Claim / Statement of Defence	9,000	12,500	15,000	20,000
3.	Drafting of Counter Claim	6,000	7,500	9,000	12,000
4.	Appearance and participation in the Arbitration Proceedings [Per Session]	5,000	7,000	12,000	20,000
5.	Drafting of Misc. Applications/ Affidavits/ Evidence, etc.	3,000	3,500	4,000	7,000
6.	Legal Opinion	5,000	5,500	7,500	9,000
7.	Clerkage	10% on Sl. No. 2, 3, 4 & 5			
8.	Misc. Expenses i.e. Photocopy Typing, Court Fee, and Notary Etc.	As per actual on submission of bills & receipt			
9.	Conference [Per Sitting]	2,000	2,500	3,000	5,000

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1. **'Effective Hearing'** shall mean a hearing in which either one or both parties involved in a case are heard by the Court/ arguments were advanced by the Counsel of any of the parties.
2. **'Non-effective Hearing'** shall mean all hearings which are not covered in the above definition of effective hearing inclusive of the case adjourned without any hearing/ arguments of the Counsel due to non appearance of other party Counsel or if the matter does not reach the board on same dy.
3. **'Similar Cases'** shall mean two or more cases in which identical or substantially similar questions of law or facts are involved.
 - i. When two or more cases involve substantially similar or identical questions of law and/ or fact, one of such cases will be treated as the main case and the others as connected cases and the fees in such cases will be regulated as under, provided the cases are heard together.
 - ii. Full fee would be admissible for appearance in the main case and 50% in each of the connected cases, subject to a maximum of one additional full fee, i.e. not more than twice the amount of full fees in the main case would be admissible irrespective of number of such connected cases.
 - iii. If substantially identical petition/plaint/appeal, replies/counter affidavits, affidavits, written statements, applications and other pleadings are drafted in such connected cases, full drafting fee will be admissible in the main case and only 20% separate drafting fee will be admissible in respect of each connected case.
4. **In case of Outstation matters:**
 - i. Boarding and Lodging Expenses shall be actual or a maximum of Rs. 2,500/-, Rs. 2,000/- and Rs. 1500/- per day (whichever is less) respectively for experience more than 15 years, 10 years & 5 years.
 - ii. Outstation charges shall be Rs. 4,500/-, Rs. 3,000/- & Rs. 2,000/- per day respectively for experience more than 15 years, 10 years & 5 years.
 - iii. Travelling expenses (To & fro) shall be borne by CCI (on reimbursement basis on production of tickets) to a maximum of 2nd Tier AC in train. In case rail route is not available to a maximum of Rs. 9 per km by road.
5. **Taxes:** On above Standard Fee Structure taxes will be deducted as per applicable rules and will be deposited to the concerned authorities directly. GST will be paid extra to the fee as per rules if GST bill is provided by Counsel.

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ANNEXURE 'C'

The Advocate/ Law Firm practicing in the Region/ State mentioned below must submit the Application for empanelment to the Units as under:

S. N.	Region/ State of Practice	CCI Office
R1	Delhi & NCR	HOD (Legal) Corporate Office Cement Corporation Of India Ltd. Core-V, Scope Complex, 7 Lodhi Road New Delhi-110003 Mobile No. 7827939873
R2	Himachal Pradesh, Uttarakhand, Punjab, Haryana & Chandigarh	General Manager, Rajban Cement Factory District-Sirmour Himachal Pradesh-173025 Telephone No. 01704-266221 & 266249
R3	Telangana, Andhra Pradesh & Karnataka	General Manager, Tandur Cement Factory District-Vikarabad Telangana-501158 Telephone No. 08411-247223 & 247970
R4	Assam and other north east states	General Manager, Bokajan Cement Factory District-Karbi Anglong Assam-782490 Telephone No. 03675-246106 & 246314
R5	Chhattisgarh	Executive In Charge, Akaltara Cement Corporation Of India Ltd., P.O. CCI Colony, Akaltara, District-Janjgir-Champa Chhattisgarh-495 549 Telephone No. 07817-252539/ 252209 Mobile No. 09425541615/ 8770378567
R6	Madhya Pradesh	Executive In Charge, Nayagaon Cement Corporation Of India Ltd., Nayagaon, Tehsil-Jawad District-Neemuch Madhya Pradesh-458468 Mobile No. 9461706370

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ANNEXURE 'D'

Disablement on the part of the Advocate/ Law Firm shall mean and include any of the following:

1. Giving false information in the Application for empanelment.
2. Handing over the brief or matter to another Advocate without prior written permission of the CCI.
3. Failure to attend the hearing of the case without any sufficient reason and/ or prior information.
4. Not acting as per the CCI instructions or going against specific instructions.
5. Not returning the brief when demanded or not allowing its inspection on demand.
6. Misappropriation of the CCI funds or earmarking and using the same towards his fee without the CCI permission.
7. Threatening, intimidating or abusing any of the CCI employees, officers or representatives.
8. Making any associates or juniors to appear on behalf of any of the opposite parties in cases/ appeal related to the CCI.
9. Committing an act that tantamount to contempt of court or professional misconduct.
10. Conviction of the Advocate in any offence resulting into arrest or detention or disbarment by the Bar Council.
11. Passing on information related to the CCI on to the opposite parties or Advocate/s or any third party which is likely to cause any damage to the CCI interests.
12. Giving false or misleading information to the CCI related to the proceedings of the case; and
13. Seeking frequent adjournments or not objecting the adjournment moved by the other party without sufficient reason.
14. Dismissal or any adverse order in a case due to non-appearance of advocate.

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