



## **Delhi Police Empanelment 2021 – Application for Legal Consultants.**

Delhi Police invites applications for the empanelment of Advocates/Lawyers for the purpose of providing legal assistance to the Investigating Officers of Delhi Police in the cases under following heads:-

- (a) Offences Against the State;
- (b) Offences relating to the Army, Navy & Air Force;
- (c) Offences affecting the human body;
- (d) Offences against property and
- (e) Offences relating to documents and property marks.
- (f) POCSO Cases;
- (g) NDPS Act cases;
- (h) MCOCA cases;
- (i) JJ Act;
- (j) UAP Act cases; and
- (k) Any other case (s) with the approval of CP Delhi.

**Total Number of Vacancies: 11.**

**Distribution of advocates/Legal Consultants:**

As per requirements and orders of competent authority.

### **Eligibility**

#### **Professional and educational qualification**

- (i) The applicant must possess a degree of Law from a recognized University and must be a registered legal practitioner.
- (ii) He should have at least 5 years of practice in criminal matters, preferably trial court practices.
- (iii) Retired PPs and advocates having served or on government panels tendering legal advice in criminal matters may also apply.

**Fee payable for processing the application: Rs 500/- (Rs Five hundreds only).**

Fee can be paid through Demand Draft in favour of "DCP/Headquarters, Delhi".

Applications received without the prescribed fee shall not be considered and summarily rejected. No representation against such rejection will be entertained. Fee once paid shall not be refunded/ adjusted under any circumstances.

### **Age Limit**

The candidates should not be more than 65 years of age as on 01.10.2021.

### **Submission of Application Form**

Desirous candidates may download the Application forms from Delhi Police Website i.e. [www.delhipolice.nic.in](http://www.delhipolice.nic.in) and submit applications from 10.00 am to 5.00 p.m in Room No. 623, 6th floor, Tower-II, New PHQ, Jai Singh Road, New Delhi w.e.f. 06.10.2021 till 14.10.2021 (on working days).

### **Scope of work**

Broadly, the scope of work of Advocates/Legal Consultants on panel would be as under:-

#### **A) In matters where FIR has been registered:**

1. To tender legal advice to the Investigating Officers during:
  - (i) All stages of investigation i.e. from the registration of case to the filing of charge sheet. The work will also include help in drafting legal papers.
  - (ii) To provide legal advice in Bail matters and Misc. matters in various courts, including Hon'ble Supreme Court and High Courts.
2. To assist the IOs in drafting questionnaire for seeking opinion from experts i.e. Doctors, Forensic Science Laboratories (CFSL & FSLs) etc.
3. To discuss and share case laws, prominent Judgments of the Hon'ble High Court and Apex Court respectively.
4. To assist the IOs in interpreting the laws, statutory rules and regulations and amendments thereof.
5. To advise the IOs in preparation of the Final Report to ensure convictions.

#### **B) Miscellaneous Matters**

1. To seek Legal Advice in the matter of complaints/references.
2. To seek Legal Advice in the matter of application/cases registered u/s 156(3) Cr.PC.

3. To seek Legal Advice in the matter of legal notice received u/s 80 CPC and 140 DP Act etc.
4. To assist preparing replies to notices, received from various Commissions.
5. Any other reference as per the requirements of Delhi Police Headquarters.

Note: The selected candidates i.e. the Legal Consultant shall render only legal advice to the Investigating Officers of Delhi Police at the Police Stations/Offices. They will not be required to conduct trial of the cases in courts of law.

### **Payment Terms:**

The panel advocates/legal consultants shall raise their bills to the concerned DCP for their payment. Thereafter, respective District/Unit DCsP shall verify the raised bills and make payments from their budget head "**Professional Services Head**" allotted to Delhi Police as per the existing financial rules applicable to Delhi Police.

The Advocates thus Empanelled will be paid fee as per **Annexure "A"** on case to case basis.

### **Terms and Conditions:**

1. The initial empanelment will be for one year and thereafter will be reviewed for further extension.
2. The empanelled advocates should not professionally take a position where his interest conflicts with the interest of Delhi Police.
3. **The empanelled advocates should maintain absolute confidentiality required by his empanelment.**
4. The officials so empanelled shall not have any right, whatsoever, in respect of claiming any permanent post, regularization or extensions of this empanelment. The decision of the CP/Delhi will be final.
5. The Advocate assigned with any case/reference shall not take up the cases in which he/she is in conflict of interest either with complainant and / or alleged / suspects / accused persons / organizations etc.
6. The advocate as selected shall submit a written consent to take up the case with undertaking as mentioned above.
7. In addition to the normal working days, If he/she is required to attend the office on Saturday/Sunday and other holidays in exigencies of work, he/she shall not be paid any additional remuneration.

8. Delhi Police will arrange typist & photocopying and no charges for typing & photocopying will be paid.
9. If any declaration or information furnished by him/her proves to be false or if he/she is found to have willfully suppressing any material information, his/her empanelment will be terminated.
10. No travelling allowance will be paid for joining the duties.
11. The selected candidates will be liable for disciplinary action by the Bar Council for professional misconduct. Apart from the provision of termination of the empanelment, provisions of Prevention of Corruption Act would apply to him/her, as he/she would be a public servant during the term of his/her contract.
12. The selected candidates shall be eligible for leave of 08 days in one year on valid medical/other ground. No other leave will be admissible to the selected candidates.
13. The selected candidates shall be required to maintain discipline and absolute integrity in accordance with CCS (Conduct) Rules, 1964.
14. **The working hours of the selected candidates would be the same, as are being observed by Delhi Police. However, they would not be entitled for any earned leave etc. The Legal Consultants must remain available from 2.00 p.m. to 10.00 p.m. for providing legal advice.**
15. **Further, the character and antecedents of selected candidates shall be verified and if anything adverse is found in the report, their candidature will be cancelled.**
16. Appeals/Revisions or Petitions arising from one common judgment/order will be considered as one case.
17. When misc. applications are filed in a case, including transfer petition only drafting charges will be payable and no separate fee will be payable.
18. When counsel is changed during the pendency of the case fees will be paid in proportionate manner.
19. Fees payable in any case not covered in the schedule specifically shall be at the discretion of the Spl. CP/Legal Cell, PHQ, whose decision shall be final.
20. In the event of any doubt or difference of opinion regarding the fee payable, the decision of the Spl. CP/Legal Cell, PHQ shall be final and binding.
21. The empanelled Advocates/Legal Consultants shall have to give an undertaking as per the interest of the department, once selected.

## **Method of Selection:**

Advertisement shall be given in prominent National Dailies (Hindi & English), as well as on Delhi Police Website. Application shall be invited from desirous candidates. A Selection Committee shall be nominated by CP Delhi to shortlist the candidates and prepare a list from the willing applicants.

The candidates so shortlisted based on their experience in criminal legal field shall be interviewed by the Selection Committee constituted for the purpose. The Selection Committee shall recommend a panel of advocates to the Commissioner of Police, for approval. The decision of CP/Delhi shall be final. No correspondence in this regard will be entertained. Intimation shall be sent only to the selected candidates.

The advocates would be empanelled for a period of 1 year from the date of empanelment. The Selection Committee may extend empanelment for a further period of such advocates subject to the satisfaction of the Selection Committee and the approval of Commissioner of Police, Delhi.

## **Review of performance**

If the services rendered by the empanelled Advocates are found to be un-satisfactory then a request should be moved by the concerned DCP through DCP/Legal Cell/PHQ and the decision to continue or discontinue the services of such empanelled Advocate shall be taken by the Commissioner of Police, which shall be final. The Commissioner of Police may refer the matter to the Selection Committee for opinion.

**Annexure – A**

S. No.	<b>Payment to Empanelled Advocates as proposed by Delhi Police</b>	
	<b>Description of work</b>	<b>Fees</b>
1.	i. Sessions cases involving sentence of life imprisonment or death including cases under NDPS, MCOCA, UAP Act, POCSO & Sexual Offences	Rs. 12000/- per case to be paid in two stages.  (i) Rs. 6,000/- on assignment of case. (ii) Rs. 6000/- on filing of final report.
	ii. All other cases with punishment upto 7 years or more.	Rs. 10,000 per case payable in two stages, as above. (i) Rs. 5,000/- on assignment of case. (ii) Rs. 5,000/- on filing of final report.
<p><b>Note:-</b></p> <p>(a) Payment of stage (ii) shall be made, if investigation is complete and no report u/s 173(8) Cr.PC is required to be filed.</p> <p>(b) If supplementary charge sheet required to be filed then payment will be divided into two equal parts.</p> <p>(c) Stage (ii) payment shall be made if Court does not order for further investigation, otherwise 50% at this stage and remaining 50 % after acceptance of Final report u/s 173(8) Cr.PC.</p> <p>In case the empanelled advocate is removed or returns the brief and fresh consultant is handed over the case, he/she shall be paid as per the stage of investigation/ in proportionate manner.</p>		
2.	Bail Applications:- For assistance is drafting reply to each bail application including anticipatory bail application in any court including Hon'ble High Court and Supreme Court.	Rs. 1,000/- subject to maximum of three bail application as per accused in an FIR.
3.	Legal Opinion in matter prior to registration of FIR, Legal Advice in matter of complaints/ references, Legal Advice in the matter of Legal notice received u/s 156 Cr.PC	Rs. 2,000/- per matter.



# APPLICATION FORMAT FOR THE EMPANELMENT OF LEGAL CONSULTANTS IN DELHI POLICE

*Please go through the terms and conditions before filling the application form.*

Affix  
passport  
size Photo

1. Name of the applicant :-

2. Father's Name :-

3. Sex :- 

M	F	others
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4. Residential address :-

5. Permanent address :-

6. Date of Birth :- 

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7. Mobile No. :- 

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8. E-mail address :-

9. Age as on 01/10/2021 :- 

		YEARS			MONTHS
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10. Educational Qualification :-  
(Degree(s) in Law)

Class	Law College/ University	University Degree number	Registration number

11. Previous experience of working on the panel of any government agency.

: Yes/No

Attach experience certificate, if any

12. Any professional achievement worth mentioning (secured any landmark judgment) if yes, give details :-

Attach separate sheet (Details in 100 words)

13. Whether involved in any criminal case/inquiry? details

thereof :- Yes/No (details)

If yes attach details.

14. Demand Draft No.

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(Rs. 500/- through Demand Draft in favour of "DCP/Headquarters, Delhi".

### DECLARATION

I, \_\_\_\_\_ hereby declare that the information submitted above is true & correct to the best of my knowledge and in case any information is found false or incorrect, my candidature may be considered cancelled.

15. Documents annexed (Mandatory) :-

Aadhaar Card

Bar Council Registration Card

Degree of Law

Proof of DOB

(DL/Passport/Matric certificate)


16. I agree to abide by the Terms & Conditions

Signatures of the candidate