

**NORTH EASTERN ELECTRIC POWER CORPORATION LIMITED**  
**(A Government of India Enterprise)**

Brookland Compound, Lower New Colony, Shillong -793 003, MEGHALAYA

**Advertisement No. NEEPCO/PERS/28/01/2024 dated 07/03/2024**

**NOTICE INVITING APPLICATIONS FOR EMPANELMENT OF ADVOCATES/  
DESIGNATED SR. ADVOCATE/LAW FIRMS TO REPRESENT NORTH EASTERN  
ELECTRIC POWER CORPORATION LIMITED (NEEPCO) BEFORE VARIOUS  
COURTS/TRIBUNALS/FORUMS/JUDICIAL AND NONJUDICIAL ADJUDICATING  
AUTHORITIES IN INDIA**

**About North Eastern Electric Power Corporation Limited (NEEPCO):**

The North Eastern Electric Power Corporation Limited (“**NEEPCO**”) was incorporated on 2<sup>nd</sup> April 1976 as a wholly owned Government of India Enterprise under Ministry of Power to plan, promote, investigate, survey, design, construct, generate, operate and maintained power stations in the North Eastern Region. The said incorporation was under the provisions of the Indian Companies Act, 1956 as amended. its registered and Head Office is situated at Brookland Compound, Lower New Colony, Shillong - 793003 in the State of Meghalaya. Its operations are largely based in the North-Eastern parts of India, particularly in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Nagaland, Tripura etc. but have also extended its activities in different parts of India . NEEPCO with its vigorous efforts has remain the most dependable power utility in meeting the power requirement of N.E. Region and it is meeting more than 50% of power requirement of N.E. Region and it has successfully started exporting surplus power outside the N.E. Region.

**NEEPCO** hereby invites application from the Advocate/Designated Sr. Advocate/Law Firms having sufficient relevant experience and proficiency in handling cases, which inter alia includes Arbitration Laws, Commercial Law, Constitutional Law, Service Law, Environmental Laws, Taxation Law, Corporate Law, Land Law, Information and Technology & Cyber Act, Intellectual Property Law, including Labour Disputes, and other statutes, rules, regulations, Govt. guidelines relating to the Energy Sector for empanelment for a period of three years or until further orders whichever is earlier. NEEPCO reserves the right to renew the panel for a further period of up to two years, if deemed fit.

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**Eligibility Criteria:**

The following are the eligibility criteria for submission of Application by the Law Firm(s)/Advocates for empanelment in NEEPCO:

- A. Length of practice for empanelment as Law Firm/Advocate:** Not less than 10 years to be reckoned from the date of Registration with the respective Bar Council.
- B. Specialization:** Specialization in the areas of law relevant to the Company as mentioned above.

**Infrastructure:** The Advocates/Sr. Advocates/Law Firms should have the adequate infrastructure such as office premises, number of junior Advocates, assistants, clerks and mobile phone, internet connection, etc. – Self-certification of the same.

Documents to be submitted by the Advocate/Sr. Advocate/Law Firms:

- (i) The Advocates/Sr. Advocates/Law Firm will be required to furnish their Biodata as per the format given in **Annexure-A**.
- (ii) The self-attested copies of the following documents are required to be submitted with the application:
  - a. Registration with Bar Council/ Identity card issued by Bar Association/ Bar Council.
  - b. List of empanelment with other Organizations.
  - c. Certificates in support of experience/expertise and/ or declaration on this count.

**GENERAL INFORMATION:**

- 1. Mere submission of application and fulfilling eligibility criteria does not entitle the Advocate/Sr. Advocated/Law Firm for empanelment. The applications received shall be scrutinized and approved by the Competent Authority.

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2. NEEPCO reserves the right to modify/relax the eligibility criteria in case enough eligible applications are not received.
3. The Advocates/Sr. Advocates/Law Firms shall be empaneled for a period of three years or until further orders whichever is earlier. NEEPCO may renew the Panel for a further period of up to two years if deemed fit.
4. NEEPCO reserves the right to summarily reject the Applications for any of the reasons if it: (i) is not submitted in the prescribed format or. (ii) does not meet any of the eligibility criteria or. (iii) is not accompanied with requisite documents/information or. (iv) is incomplete in any respect, without assigning any reasons, therefore.
5. Mere empanelment of the Law Firm in NEEPCO does not guarantee any award of work/assignment by NEEPCO.
6. The Advocates/Sr. Advocates/Law Firms already empaneled with NEEPCO shall also have to apply afresh to be considered for new empanelment. From the date the new panel of Advocates/Sr. Advocates/Law Firms becomes effective, the existing panel of Advocates/Sr. Advocates/Law Firms shall become obsolete and ineffective. However, they shall continue the cases which were already entrusted to them.
7. Empanelment of the Advocates/Law Firms will be at the sole discretion of NEEPCO.
8. NEEPCO reserves the right to cancel/defer the entire process of empanelment of Advocates/Sr. Advocates/Law Firms without any notice or assigning any reasons whatsoever.
9. If the Advocate/Sr. Advocates/Law Firm is empaneled by other Organizations/ Establishments, a list of those Organizations/ Establishments, addresses in full, and contact numbers must be given for necessary verification, if the occasion so arises.

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10. The panel of Advocates/Sr. Advocates/Law Firms so finalized shall not be exhaustive.
11. Timely appearance in the court shall be mandatory for the selected panel of Advocates/Sr. Advocates/Law Firms.
12. No retainer fee shall be paid to any panel of Advocates/Sr. Advocates/ Law Firms merely because such Advocate has been empaneled.
13. Law Firm(s) may be empaneled, through an Advocate, duly authorized by the said firm. In such cases, all the terms and conditions for empanelment of the individual Advocates shall apply mutatis mutandis to them and the Company shall interact and deal with the said empaneled Advocates of such Law Firm(s) only.
14. **PAYMENT TERMS:**
  - (i) The fee payable to the Advocates/Sr. Advocates/ Law Firm shall be as per the approved schedule of fee of NEEPCO, which shall be amended from time to time. However, Engagement of Sr. Advocates and his Junior etc. and their fees for such cases may be approved and decided by the Competent Authority on the merits of each case. No fee is payable in case of adjournment. The Advocates/ Sr. Advocates/Law Firms, engaged in the particular case may claim the full fee for appearance only in cases of "Effective hearing". In case of a "non-Effective hearing", 15% of the appearance fee will be paid.
  - (ii) If an Advocate/Sr. Advocate/Law Firm is required to appear in a Court/Tribunal situated at a location other than the location for which NEEPCO has empaneled the Advocate/Law Firm, the Advocate/Law Firm shall be entitled to travel (economy class); lodging, boarding, etc. NEEPCO shall make all arrangements for the same.
  - (iii) No retainer fee will be paid to any empaneled Advocate/Sr. Advocate/Law firm merely because such Advocate/Law Firm has been empaneled.

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- (iv) In case of an empaneled Law Firm, the bills/claims generated should specify the name of the dealing Advocate.
15. **HOW TO APPLY** Interested and eligible Advocates/Sr. Advocates/Law Firms may submit their application in the prescribed format (enclosed hereto) with complete information within 30 days from the date of advertisement. The Application Form duly filled in, along with all supporting documents/information should be submitted in a closed envelope superscribing as "Empanelment of Advocates/Sr. Advocates/Law Firms in NEEPCO" at the following address: The General Manager (HR)-II/Head of Law, NEEPCO Limited, Brookland Compound, Lower New Colony, Shillong-793003. The application may also be hand delivered at the said address.

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**Annexure- A**

**FORMAT OF BIODATA FOR ADVOCATE/SR. ADVOCATES/LAW FIRMS:**

1. Name in BLOCK LETTERS:
2. Date of birth:
3. Date of Enrolment in Bar Council:
4. Name of Bar Council (enclose a copy of enrolment certificate):
5. Details of Experience:
6. Period of practice & areas of specialization:
7. The details of a few important cases the Advocate has dealt with/ handled or reported Judgment(s), notable achievements if any:
8. Whether earlier or presently empaneled with Central Govt. /any State Govt. /any PSU (indicate period list in brief):
9. The Courts where the Advocate is regularly practicing (Enclose a copy of the Bar Association Membership Certificate)

I declare that I have never been penalized by any Bar Association/Bar Council in any Disciplinary Proceedings. I also undertake to maintain absolute secrecy about the cases of the Company (NEEPCO) as required under the Advocates Act, 1961, and the Rules and Regulations thereunder. I also hereby declare that I have verified the details indicated above and confirm that all the information submitted is true to the best of my knowledge.

Signature of Advocate/Sr. Advocate

Address:

Contact No:

Email:

Dated:\_\_\_\_\_

Place:\_\_\_\_\_