



RIMS/ Legal/ No...1860...../Date..10/11/25.....

**Notice inviting applications for empanelment Advocate in RIMS,
Ranchi**

Rajendra Institute of Medical Science, (RIMS) Ranchi invites application for empanelment of Advocates to represent RIMS and its officers & Official cases before Supreme Court of India, High Court of Jharkhand, Subordinate Courts, Commission and other judicial/quasi-judicial bodies. Advocate so empanelled would also be responsible for providing RIMS with legal advice and legal opinion as and when requested for.

Advocates who are already empanelled must send their application again as per the instant advertisement.

Guidelines for empanelment of Advocates:

1. Qualifications and Eligibility Criteria:

- 1.1. Applicant must possess a Degree in law from a university, recognized by the Bar Council of India. He must be an Advocate enrolled under a Bar council as per Advocates Act, 1961.
- 1.2. Applicant, desirous of being empanelled for high Court/ Subordinate Court/ Commission/ Tribunal situated in Jharkhand must be enrolled as an Advocate with the state Bar Council of Jharkhand and must be a member of local Advocates Association.
- 1.3. In addition, the Applicant should be Familiar with various branches of law, especially Constitutional Law, service law, Labour Law, Law of contract, Property Law, CPC, Cr. P.C, Evidence Act, Limitation Act, Companies Act, Negotiable instrument Act, Arbitration and Compliance Act, Negotiable Instrument Act, Arbitration and Conciliation Act, Taxation Laws, Consumer Laws, etc.
- 1.4. Applicant is required to have a minimum professional/ court practice experience as under :-

Sl.no	Forum of Empanelment	Minimum Practice required in the Forum*
01.	For conducting cases in Supreme Court of India	10 year of practice in Supreme Court.

97

		Member of Supreme court Bar Association. At least 10 cases argued by self.
02.	For conducting cases in Jharkhand High Court, Ranchi	I. Minimum 10 years' experience in Jharkhand High Court / Subordinate Court / Commission / Tribunal. II. Enrolled with the Jharkhand State Bar Council. III. Member of Advocate Association of Jharkhand High Court / Subordinate Court. IV. At least 10 cases argued by self.
03.	Civil Court / Subordinate Court/ Commission / Tribunal within the territory of Jharkhand.	I. Minimum 10 years' experience in Civil Court/ Subordinate Court/ Commission / Tribunal. II. Enrolled with the Jharkhand State Bar Council. III. Member of Advocate Association of Subordinate Court. IV. At least 10 cases argued by self. V.

Cumulative experience would be counted, however, at the date of application, the applicant must be practicing in the Forum(s) for which empanelment is being sought.

- 1.5. The above-mentioned period of experience shall be reckoned from the date of enrolment mentioned in the Certificate of Enrolment issue by Bar Council in case of empanelment for High Courts or Subordinate Courts / Commission / Tribunals.
- 1.6. For considering empanelment for the Supreme Court, generally those Advocates who are regularly practicing in Supreme Court of India including Advocate-on-Record of the Supreme Court would be considered, if they are otherwise found to be competent and suitable. However, they must possess 10 years of practice in Supreme Court Orders/ Judgments of Supreme Court noting the appearance of Advocate or Certificate of Practice issued by the Supreme Court Bar Association would be considered as a valid proof of 10 years of practice.
- 1.7. Due weightage shall be given to Advocates having experience in handling cases of Central Public sector Enterprises, Government Organizations, Academic Institutions and Hospitals.
- 1.8. Applicant must possess excellent communication skills, drafting skills and court craft.

2. Mode of Application:

- 2.1. Applicant must possess excellent communication skills, drafting skills and court craft.
- 2.2. Eligible applicants may send their applications in the enclosed proforma along with bio-data and relevant supporting documents (self-attested scanned copies - PDF) to legalrimsranchi@gmail.com. In case the attachments are voluminous the documents may be compressed/zipped or may be shared over an online drive link. Documents must be clear and legible. Seals / Stamps / Signatures / Names / Authorities / Dates must be clearly visible. Hard copies are not to be sent, unless asked for.
- 2.3. Applicants must mention the forums (Courts) where empanelment is being sought. Applicants may apply for more than one forum through separate application, if eligible.
- 2.4. Proforma for Application shall be as per 'Annexure - A'
- 2.5. Documents required shall be as per 'Annexure - B'
- 2.6. Subject of E-mail containing the Application must be – 'Application for Empanelment – (court*)'.
- 2.7. Advertisement is also available on website www.rimsranchi.ac.in.

3. Last Date of Receipt of Application:

- 3.1. E-mail containing complete application in prescribed Proforma along with relevant supporting documents must be received on or before 10th December 2025 (05:00 PM).
- 3.2. Application received after 05:00 PM on 10th December 2025 would not be considered.

4. Procedure for empanelment :

- 4.1. The applications received would be scrutinised depending upon the requirement by committee constituted by competent authority.
- 4.2. RIMS reserves its right to shortlist the advocates to be called for interview / presentation. Only shortlisted candidates will be called for interview.
- 4.3. The size of the panel and number of Advocates in a particular field in the panel shall be finalized by RIMS based on the requirements and quantum of work involved.
- 4.4. No candidate will be called for interview / presentation unless he/ she satisfies the eligibility conditions.
- 4.5. Merely fulfilling the eligibility criteria will not confer any right of an advocate for empanelment or call for interview.
- 4.6. The decision of the Committee constituted by the competent authority regarding shortlisting of the Advocates for interview shall be final.
- 4.7. No TA/DA or other expenses will be paid to the individual candidate for appearing in the interview / presentation.



- 4.8. Venue of shortlisted candidate with the date, A list of shortlisted time and interview / presentation will be uploaded on the website – www.rimsranchi.ac.in.
- 4.9. The result will be made available on RIMS website – www.rimsranchi.ac.in.
- 4.10. Letter for selection Advocates confirming their empanelment will be issued by RIMS separately.
- 4.11. The successful candidates shall return a duly signed copy of the letter confirming their acceptance of empanelment.
- 4.12. All disputes are subject matter of Ranchi Jurisdiction.

5. Tenure of Empanelment:

- 5.1. The initial empanelment will be for the period of two years from the date of receipt of acceptance of empanelment. However, the performance would be reviewed periodically and at least annually.
- 5.2. The tenure of empanelment may further be extend / renewed for another two years in additional to the above by the Competent Authority of RIMS, Ranchi.
- 5.3. Not with standing anything mentioned in 5.1 or 5.2 above, RIMS reserves the right as regards to assignment of cases and revocation of empanelment without assigning and reason.

6. Payment of Fee and Other Conditions:

- 6.1. The fee payable to the counsels shall be as per decision of 55th Governing body of RIMS, Ranchi. (Enclosed)
- 6.2. No retainer fee shall be paid to any of the panel counsels merely because of their empanelment only.
- 6.3. The counsel shall not advise any party or accept any case against the RIMS, Ranchi in which he/she has appeared or likely to be called upon to appear for or advise which is likely to affect or lead to litigation against the RIMS.
- 6.4. Timely appearance of the Counsel to contest the cases for RIMS in the Court is a must. His/her absence in the court, without any reasonable ground and notice in advance, will not be accepted.
- 6.5. RIMS Authority is free to engage any Counsel from its panel or otherwise of its own choice and merely empanelment as Counsel in the panel of RIMS shall not make any claim / right that he/she has right to be entrusted with a case or particular case / cases pertaining to RIMS.
- 6.6. Refusal by any Counsel to accept any work without any reasonable cause (e.g. on grounds of conflict of interest) may entail removal of such Counsel from the panel forthwith without waiting for the empanelment period to expire.
- 6.7. The Counsels shall accept the terms and conditions of the empanelment as determined by the RIMS from time to time.



- 6.8. In order to ensure that there is effective check on the cases being conducted, the counsels on the panel must report the status of the cases after each date of hearing through email/phone. Failure to submit status report may be counted as a ground for removal of the name of the particular Advocate from the panel.
- 6.9. In cases, where on the request of the Department of Health Medical Education and Family Welfare, Govt. of Jharkhand have also to be represented by the RIMS Counsel, no separate fee shall be charged by the Counsel for this purpose.
- 7.0. When any case attended by him/her is decided against the Organization, the Counsel concerned must give considered opinion regarding the reasons for such adverse order with advice for filing an appeal for such a decision not later than 5 working days of the passing of such order(s).

7. Removal of Panel:

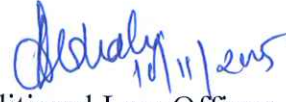
- 7.1. RIMS, Ranchi reserves the right to terminate the empanelment of a Counsel anytime with immediate effect without assigning any reason thereto. The Counsel may also submit his request for removal of his name from the panel by serving one month's notice.
- 7.2. Empanelment of the Counsel may be liable to be cancelled due to occurrence of any of the following disabilities on the part of the Counsel.
 - 8.2.1. Failing to attend the hearing of the case without any sufficient reason and/or prior information.
 - 8.2.2. Not acting as per RIMS instructions or going against specific instructions.
 - 8.2.3. Threatening, intimidating or abusing any of the RIMS employees, officers, or representatives.
 - 8.2.4. Passing / leaking of information relating to RIMS case(s) to the opposite party / parties or that their Counsel(s) or any third party which is likely to cause any damage to the interest of RIMS.
 - 8.2.5. Giving false or misleading information to the RIMS relating to the proceedings of the case.
 - 8.2.6. Failing to follow the terms and conditions of empanelment.

8. Right to Private Practice and Restrictions thereon:

- 8.1. A Counsel shall have the right to private practice, which should not, however, interfere with or be in conflict with the efficient discharge of his duties as an empanelled Counsel of the RIMS, keeping in view of provisions of the Advocates Act, 1961.



- 8.2. Counsel shall not advise any party or accept any case against the RIMS in which he has appeared or is likely to be called upon to appear or advise.
- 8.3. If the Counsel happens to be a partner of a firm of lawyers or solicitors, it will be incumbent upon the firm not to entertain any case against the RIMS arising in any court.

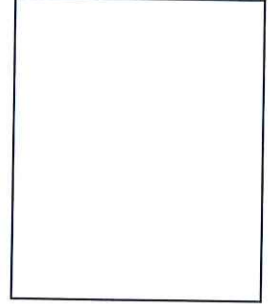


Additional Law Officer
Rajendra Institute of Medical Sciences
Ranchi

ANNEXURE-A

Rajendra Institute of Medical Sciences, Ranchi-834009

APPLICATION FOR EMPANELMENT FORMAT OF BIO-DATA FOR ADVOCATE



Applicant (Advocate):

Forum of Empanelment (Supreme Court/High Court of Jharkhand /Subordinate
Court/Commission/Tribunals):

1. Name:
2. Father's Name:
3. Date of Birth: Age:
4. Address:
5. Office Address:
E-mail Id: Phone No./Mob. No:
6. Date of Enrolment, Name of Bar Council:
(Enclose copy of enrolment certificate)
7. Details of experience/and period of practice:
8. Area of practice:
9. Specialization, if any (constitution/taxation/services etc.):
10. Details of a few important cases the advocate has dealt with/handled/and reported judgment if any:
11. Whether Central Govt./State Govt./PSU counsel/pleader (Indicate period of empanelment):
12. Brief list of clients e.g. Govt./organizations/Company/PSUs:
13. Courts where the Advocate is regularly practicing:
(Enclose copy of Bar Association Membership Certificate if any)
14. Date of enrolment as an Advocate-on-record of the Supreme Court if applicable and Registration No.:
15. Income Tax PAN number:
16. Notable achievements:
17. A brief note on suitability of empanelment:

Declaration cum undertaking:

I declare that I have never been blacklisted / removed from panel/service by any organization and have never been penalized by any Bar Council in any matter. All the information provided by me in my application is true and correct.

Date:

Place:

Signature of Advocate

9

ANNEXURE-B

1. Self-attested Scanned copies (PDF) of the following documents required to be submitted with application:
2. Registration No./Enrolment No. with the Bar Council/Bar Association.
3. Copies of Certificate of Identity of Practice/Card Issued by Bar Association/Membership Certificate of Bar Association/Certificate of Practice.
4. Registration as Advocate on record (for aspirants of empanelment for Supreme Court).
5. Copies of letters/testimonials/Certificate showing empanelment with other academic institute / Hospital / PSUs / Companies.
6. Certificate in support of academic and professional educational qualifications.
7. Income Tax Return of the preceding 3 years.
8. All India Bar Exam Certificate, if applicable.
9. Copies of judgments.
10. Declaration that the Advocate is fluent in Computers and has the necessary expertise and infrastructure for occasioning online/virtual meetings and hearing.

