

## NOTICE

**Subject: - Empanelment of Legal Counsel for Maharashtra Information Technology Corporation Limited (MahaIT)**

**Empanelment Eligibility:-**

Category	Years of experience #	Expertise
Advocate Level 1	>= 20	<ul style="list-style-type: none"> <li>• Learned in various branches of law and shall remain updated especially those concerning laws associated to               <ul style="list-style-type: none"> <li>○ Information Technology</li> <li>○ Data and Cyber security</li> <li>○ Labour engagement and contract</li> <li>○ Taxation</li> <li>○ Corporate entities and commercials</li> <li>○ Non-Criminal disputes</li> <li>○ Other such laws as required by MahaIT</li> </ul> </li> <li>• Mandatory experience in litigation work for various government entities/ semi-government entities/ PSUs</li> <li>• Should list the cases won in the above-mentioned branches while representing various government entities/ semi-government entities/ PSUs</li> <li>• Should have experience of handling cases in High Courts</li> <li>• Should have demonstrable experience in providing legal advice and opinions to various government entities/ semi-government entities/ PSUs</li> </ul>
Advocate Level 2	>=11 and <=19	<ul style="list-style-type: none"> <li>• Learned in one of the various branches of law and shall remain updated especially those concerning laws associated to               <ul style="list-style-type: none"> <li>○ Information Technology</li> <li>○ Data and Cyber security</li> <li>○ Labour engagement and contract</li> <li>○ Taxation</li> <li>○ Corporate entities and commercials</li> <li>○ Non-Criminal disputes</li> <li>○ Other such laws as required by MahaIT</li> </ul> </li> <li>• Should be familiar with all the above-mentioned branches of law</li> <li>• Mandatory experience in litigation work for various government entities/ semi-government entities/ PSUs</li> </ul>

Category	Years of experience #	Expertise
		<ul style="list-style-type: none"> <li>• Should list the cases won in the above-mentioned branches while representing various government entities/ semi-government entities/ PSUs</li> <li>• Should have experience of handling cases in District Magistrate Courts</li> <li>• Should have demonstrable experience in providing legal advice and opinions to various government entities/ semi-government entities/ PSUs</li> </ul>
Advocate Level 3	>=6 and <=10	<ul style="list-style-type: none"> <li>• Practicing advocates, learned in one of the various branches of law and shall remain updated especially those concerning laws associated to               <ul style="list-style-type: none"> <li>○ Information Technology</li> <li>○ Data and Cyber security</li> <li>○ Labour engagement and contract</li> <li>○ Taxation</li> <li>○ Corporate entities and commercials</li> <li>○ Non-Criminal disputes</li> <li>○ Other such laws as required by MahaIT</li> </ul> </li> <li>• Should be familiar with all the above-mentioned branches of law</li> <li>• Mandatory experience in litigation work for various government entities/ semi-government entities/ PSUs</li> <li>• Should list the cases won in the above-mentioned branches while representing various government entities/ semi-government entities/ PSUs</li> <li>• Should have experience of handling cases in District Magistrate Courts</li> <li>• Should have demonstrable experience in providing legal advice and opinions to various government entities/ semi-government entities/ PSUs</li> </ul>
Lawyers	>=3 and <=5	<ul style="list-style-type: none"> <li>• Familiar with various branches of law and shall remain updated especially those concerning laws associated to               <ul style="list-style-type: none"> <li>○ Information Technology</li> <li>○ Data and Cyber security</li> <li>○ Labour engagement and contract</li> <li>○ Taxation</li> <li>○ Corporate entities and commercials</li> <li>○ Non-Criminal disputes</li> </ul> </li> </ul>

Category	Years of experience #	Expertise
		<ul style="list-style-type: none"> <li>○ Other such laws as required by MahaIT</li> <li>● Mandatory experience in non-litigation/ documentation work for cases of various government entities/ semi-government entities/ PSUs</li> <li>● Should have experience in drafting legal documents, producing legal reports and law point observation reports for various cases</li> <li>● Should have demonstrable experience in providing legal advice and opinions to various government entities/ semi-government entities/ PSUs</li> </ul>

# practicing law in India for various government entities/ semi-government entities/ PSUs

**Note:** All advocates are required to furnish the count of cases won in the courts mentioned against their respective categories.

- All interested candidates would be required to send their documentation detailing the following via courier to MahaIT office.
  1. Identity Proof (Aadhar Card, PAN Card, / Driving Licences, / Passport)
  2. Documents clearly detailing all Education Qualifications
    - a) Graduation Certificates and mark sheets
    - b) Post Graduation Certificates and mark sheets
    - c) LLB certificates and mark sheets
  3. Bar Council ID
  4. Documents clearly detailing Experience in practicing law for various government/ semi-government/ PSU entities.
  5. List of cases won while representing various government entities/ semi-government entities/ PSUs in below format.

Sr.No	Case No	Case Name	Court Location	Role In case (Petitioner , Responder or Any other)	Remarks (WON /LOSS)
1					
2					

- No documents shall be entertained as clarification.
- MahaIT shall reserve the rights to change/ amend/ update/ remove any parameter at any given point in time without assigning any reason for the same.
- Any decision taken by MahaIT, pertaining to the Empanelment of the Legal Counsel for MahaIT, shall be final.
- The documents are to be addressed to:

**The Managing Director,  
Maharashtra Information Technology Corporation Ltd (MahaIT),  
3<sup>rd</sup> Floor, Apeejay House, Churchgate, Mumbai- 400 020**

Sd/-  
**Managing Director,  
Maharashtra Information Technology Corporation Ltd**

**Compensation and Payment Terms:-**

Sr. No	Nature of case	Advocate 1	Advocate 2	Advocate 3	Lawyers
<b>1</b>	<b>Civil and Criminals Cases (W.P/ PIL / any other litigation)</b>				
<b>A</b>	<b>District Court</b>				
	i) Appearance for Hearing	NA	15,000/-	10,000	NA
	ii) Parawise and affidavit preparation and Filing	NA	10,000/-	7500/-	3000/-
	iii) Replying to Notice	NA	7500/-	5000/-	2000/-
<b>B</b>	<b>High Court</b>				
	i) Appearance for Hearing	30,000/-	20,000/-	10,000/-	5000/-
	ii) Parawise and affidavit preparation and Filing	10,000/-	7500/-	5000/-	3000/-
	iii) Replying to Notice	10,000/-	7500/-	5000/-	3000/-
<b>C</b>	<b>Supreme Court</b>				
	i) Appearance for Hearing	50,000/-	10,000/-	5000/-	NA
	ii) Parawise and affidavit preparation and Filing	25,000/-	NA	NA	NA
	iii) Replying to Notice	15,000/-	NA	NA	NA
<b>2</b>	<b>Providing Legal Opinion to Letters / Notices / any other subject raised by the organization</b>				
	i) Providing Legal Opinion to Letters / Notices / any other subject raised by the organization	5000/-	3000/-	2000/-	1000/-
<b>3</b>	<b>Conference</b>				
	i) Conference with Managing Director + Management Officer	3000/-	2000/-	1500/-	NA
	ii) Conference with Management Officer	2000/-	1000/-	1000/-	500/-
<b>4</b>	<b>Retainer</b>				
	i) Retainer	25,000/-	15,000/-	10,000/-	5000/-
<b>5</b>	<b>Legal Documents Drafting and Review (Master Service Agreement/ Memorandum of Understanding)</b>				
	i) First 10 Pages (Single Side consider as one page)	NA	NA	6000/-	5000/-
	ii) for Each Next Page	NA	NA	1000/-	1000/-

**Note: -**

- Only 10% fee shall be payable to the empanelled advocate if the case is adjourned without hearing.
  - Whenever the hearing probability of adjournment is higher, advocate level- 2 / advocate level -3 should be allocated the duty.
  - Fee includes clerical work and necessary documentation for the case/ hearing.
  - No Extra travelling charges, dearness allowances will be paid other than the fees.
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