F.No. M/1/2024-25/LADCS/PMU/1903/J

Government of India
National Legal Services Authority

B Block, Ground Floor,
Administrative Buildings Complex,
Supreme Court of India,
New Delhi-110001

Dated: 26.11.2026

Vacancy Circular

Sub: Engagement of Consultant (Legal) on contract basis in National Legal Services Authority, New Delhi.

Applications are invited from suitable candidates for engagement as Consultant (Legal) for Project Monitoring Unit (**PMU**) of Legal Aid Defense Counsel System (**LADCS**) Scheme and others under the National Legal Services Authority. The interested candidates must submit their application in the proforma as given below by **16/12/2026**.

2. The applications must be submitted **online ONLY**, on email recruitment.nalsa@gmail.com . The last date of submission of applications i.e. **16/12/2026.**

3. The details of no. of vacancies, eligibility criteria, educational qualifications, experience and terms and conditions etc. for engagement of Consultants (Legal) on contractual basis are as under: -

Name of Position	**Consultant (Legal)**
Number of vacancies	1 (One)
Place of Posting	National Legal Services Authority, New Delhi
Method of Engagement	Contractual basis from open market. Only shortlisted candidates will be invited for the interview/selection process.
Engagement and Tenure	The engagement will be purely on contract basis and will not confer any right for regular appointment in NALSA. The tenure shall be for a period of one year from the date of joining, which may be extended on satisfactory performance, on year-to-year basis and on requirement basis. This being a contractual engagement, it can be terminated at any time without assigning any reason. However, in the normal course, it will require one month's notice to the Consultant (Legal). The Consultant (Legal) will also have to give notice of one month in case he/she proposes to leave the assignment.
Monthly Remuneration	₹ 80,000/-
Educational Qualification	**Essential:** Graduate in Law
	Desirable Post-Graduate in Law.
Experience	Sound legal experience of working in criminal matters or Legal Service Institutions

Rajender
26/11/2026

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Job Description	The Consultant (Legal) will be required to provide high quality inputs in the LADCS scheme which will include the following: • Liaison with Department of Justice, State Legal Services Authorities (SLSAs), District Legal Services Authorities (DLSAs) and other stakeholders w.r.t. various reports/data • Giving Legal assistance to legal aid seeker who physically come to NALSA for legal aid and assistance. • Reply towards the clarification sought by any SLSAs or any DLSA, LADCs related to LADCS scheme. • Management/ Utilization of funds w.r.t. LADCS Scheme • Handling of litigations including updation on LACMS portal • Compliance to latest guidelines issued by Ministry of Finance/NITI Aayog, etc. w.r.t. new/existing schemes • Inputs regarding Output-Outcome Monitoring Framework (OOMF) and tabling them in the Parliament in consultation with D/o Justice, Ministry of Finance and NITI Aayog • Reply to Parliament Questions and RTIs • MIS dashboard of LADCS scheme • Provide technical inputs in implementation of scheme activities, including course corrections, where required • Provide support to NALSA through miscellaneous activities including preparations of Power Point Presentations (PPT), speeches, concept notes, press releases, case reviews, etc • Monitoring the day-to-day progress of LADCS scheme • Any other work apart from the above allocated from time to time
Age limit	Not more than 50 Years as on the last date for receipt of applications i.e. 16/12/2026.
Leave	12 (Twelve) days in a year on pro-rata basis. The leave cannot be combined/extended in the next year of engagement. Additional leave without pay would be permitted only upon approval by the competent Authority.

4. The application format, detailed guidelines and terms and conditions of engagement are available on the website of NALSA i.e www.nalsa.gov.in . Remuneration indicated is, all inclusive & consolidated and no additional benefits like DA, HRA, Pension, Accommodation, CGHS benefits etc. are payable. The eligible and interested candidates may send their applications duly signed, in the prescribed format along with self-attested copies of educational qualification and experience certificates ONLINE ONLY, on email recruitment.nalsa@gmail.com by 16/12/2026. In subject line of email, "**Application for the posts related to PMU, LADCS**" must be mentioned.

5. Please note that physical applications, incomplete applications, not in prescribed format or those received after due date shall not be entertained. Only short-listed candidates who fulfil the desired eligibility will be intimated for interview. The National Legal Services Authority reserves the right to reject any or all applications without assigning any reasons and also have right the withdraw the vacancy circular at any point of time.

Rajeev Yadav 26/11/2026

(Rajeev Kr. Yadav)
Deputy Secretary

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General Terms and Conditions for engagement of Consultant (Legal) on contract basis in NALSA.

I. **Procedure for selection:**

i. The selection shall be made in accordance with the provisions contained in General Financial Rules (GFR), 2017 under Rules 177 to 196, Chapter 7 'Selection of Individual consultants/ service providers' (para 7.1 and 7.2) and Chapter - 6 (para 6.5) of Manual for Procurement of Consultancy & Other Services 2017.

ii. The applications received shall be placed before the Selection Committee and shortlisted candidates will be invited for the interview.

iii. Assessment of Suitability

(i) The Selection Committee shall evaluate candidates based on their work experience and the requirements of the Authority.

(ii) The Committee's evaluation shall consider the following factors:

- Relevant work experience.
- Skills and qualifications.
- Alignment with organizational needs.

iv. Decision and Communication

(i) The decision of the Selection Committee regarding the selection of candidates shall be final and binding.

(ii) The decision shall be communicated to the selected candidate(s) in writing through email.

(iii) The decision of the Committee shall not be subject to appeal or review.

(iv) The Selection Committee reserves the right to modify or adjust the selection criteria as deemed necessary.

(v) The authority reserves the right to reject all applications or cancel the recruitment process at any stage.

v. The Committee shall prepare a panel of 3 names per vacancy which will include 2 persons in the waiting list, subject to receipt of adequate applications. The panel would be valid for a period of one year.

II. **General:**

The Professionals shall not, except with the previous sanction of National Legal Services Authority or into the bona fide discharge of his or her duties, publish a book or a compilation of articles or participate in radio broadcast or contribute an article or write a letter in any newspapers or periodical either in his own name or anonymously or pseudonymously in the name of any other person, if such book, article, broadcast or letter relates to subject matter assigned to him/her by National Legal Services Authority.

III. **TA/DA:**

The Consultants (Legal) shall be allowed to undertake domestic tours as required by their duties for which TA/DA and Hotel Accommodation shall be paid as admissible to the Central Government employees in Pay Level 6.

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IV. **Termination Notice:**

The National Legal Services Authority can cancel the engagement at any time without providing any reason for it. However, in the normal course, it will require one month's notice to Professionals. The Professionals will also have to give notice of one month in case he/she proposes to leave the assignment.

V. **Relaxation:**

Under exceptional circumstances and in the case of meritorious candidates, the above guidelines may be relaxed with the approval of Competent Authority, National Legal Services Authority.

VI. **Verification:**

The Police Verification of the Professionals shall be done as per the latest instructions issued by Ministry of Home Affairs (MHA). The Professionals shall also submit a medical-cum-fitness certificate issued by any authorized Medical Practitioner prior to engagement.

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Proforma/Format for the post of Consultant (Legal) on contract basis in National Legal Services Authority, Government of India.

Application for the post of.....

1. Name:
2. Father's Name
3. Mother's Name:
4. Gender:
5. Date of Birth:
6. Age as on 16/12/2026 (in format yy:mm):
7. Nationality:
8. Current Postal Address with Post Office pin code & name of Police Station:
9. Email ID:
10. Contact No. (Tel).....
    Mobile.....
11. Permanent Address with Post Office pin code & name of Police Station:
12. Educational Qualification (Bachelor degree and above)

(Please attach separate sheet if required)

S. No.	Course/ Degree	Subject (Specialization)	Name of University	Year of Passing	Division With % marks obtained	Enclosure of self-attested copies (Yes / No)

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13. Work Experience, if any (starting from current to oldest)

(Please attach separate sheet if required)

S. No.	Name of Organization/ Institute	Period From/To	Nature of work (brief description of duties)	Self-attested copy of work experience attached (Yes/No)

14. Reference: Please provide name and contact details of 2 references

S. No.	Full Name of Reference	Name of Organization or Residential Address	Contact details (email ID and Phone no.)

15. Please state briefly as to how you are an outstanding candidate for this job. (Maximum 1000 characters)

16. Declaration:

This is to certify that I, ... S/O/ D/O/ W/O ...., resident of ....., District ....., State ..... have no administrative and /or criminal case pending before any court/authorized body. I, further certify that I have never been found guilty/convicted of any administrative offense and/or crime. I also certify that all the information given by me is true to the best of my knowledge and believe and if selected and appointed I will produce the original of all the documents.

(Signature)

Place: .....

Name: .....

Date: .....

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