



**OMNIBUS INDUSTRIAL DEVELOPMENT CORPORATION OF  
DAMAN & DIU AND DADRA and NAGAR HAVELI LIMITED.**

Corporate Office, Plot No. 35, Somnath, Nani Daman 396 210.  
Tel: (0260) 2241120, 2244731. Fax:- (0260) 2241108.



CIN:U65923DD1992SGC001221

No. OI DC/2/LegalAdvisor/465/2023 | 131

Date: 11.10.2023

## VACANCY CIRCULAR

OIDC intends to engage a Senior Advocate with sufficient knowledge, experience and expertise to represent OIDC in local courts as well as Hon'ble High court effectively.

Applications from eligible Candidates are invited in the enclosed proforma (Annexure I & II) alongwith the copies of Certificates of Qualification and Experience.

Applications received incomplete or after due date will not be considered. Only shortlisted candidates will be interviewed and called for the interview.

The duly filled application form alongwith the relevant documents should be submitted in the format given in Annexure I and reach the office of the General Manager, OIDC, OIDC Corporate Office, Plot No. 35, Somnath, Nani Daman – 396 210 on or before 25.10.2023.

Sd/-  
General Manager

C/16

**Annexure I**

**BIO DATA**

Sr. No.	Detail	Description
1	Name	
2	Date of Birth	
3	Correspondence Address	
4	Mobile Number	
5	Email ID	
6	Educational Qualification	
7	Professional Qualification and experience in relevant field	
8	Additional Information	

**Signature of the applicant**

**Date:**

**Place**

21/11/17

**Annexure II**

**Terms of Reference**

Essential Qualification	1) Degree of Law from University and / or Institute in India recognized by Bar Council of India 2) Applicant should be registered as an Advocate in Bar Council of India terms of the Advocate Act, 1961.	
Experience in relevant field	Applicant must have 5 years minimum experience in court of Law with appearance before High Courts/Supreme Court of India or expert in legal matters with atleast 5 years experience of working in Government Department/PSUs having handled court cases	
Scope of Work	1) Prepare parawise comments/counter affidavits/petitions/application etc across the courts, tribunal and other statutory authorities filed against or by OI DC and upload in the portal  2) Monitor the pending court cases, to assist and be present in court at the time of hearing to Govt. Legal Officer at Hon'ble Supreme Court, High Court and District level court of India.  3) Perform such other works of legal nature, as may be entrusted from time to time by OI DC.	
Period of engagement	Initially for a period of one year, further extendable subject to satisfactory performance	
Remuneration	Particulars	Fees (Amount in Rs.)
	Per Appearance Charges	7,500/-
	Drafting of Proceeding	15,000/-
	Conference	7,500/-
	Appearance before other High Court	30,000 per effective hearing and 20,000 for non effective hearing
Other Terms & Conditions	1) Besides this any miscellaneous expenses such as Xerox, Court fees, typing etc will be borne by the Corporation. In respect of appearing outstation, travel expenses and accommodation will be provided by the Corporation. 2) The services may be terminated at any time by giving one month either side.	
Selection Process	Selection will be done on the basis of personal interview by a Selection Committee. Only the short listed applicants will be called for the interview. No TA or DA will be paid for attending the interview. Original Certificates should be produced at the time of interview for verification.	
Confidentiality and Secrecy	During the period of engagement in OI DC, the Legal Advocate shall not divulge any information gathered to anyone who is not authorised to know the same. A self undertaking shall be provided by the applicant that no criminal record or criminal case in any court is pending against him / her	

**Signature of the applicant**

**Date:**

**Place**