

PUBLIC NOTICE FOR EMPANELMENT OF COUNSEL (HIGH COURT OF  
UTTARAKHAND)

STATE ELECTION COMMISSION, UTTARAKHAND

Nirvachan Bhawan, Ladpur, Mussoorie Bypass Ring Road, Dehradun 248008

File No.: 2854/SEC-1/551/2005 Date: September 2025

03 OCTOBER 2025

The State Election Commission, Uttarakhand, a constitutional body, invites applications from eligible and experienced advocates for empanelment as **Counsel** to represent the Commission before the Hon'ble High Court of Uttarakhand at Nainital.

**1. Eligibility Criteria**

Applicants must meet the following minimum qualifications:

- Minimum **10 years of continuous practice experience** at the High Court of Uttarakhand.
- Experience in independently handling cases related to Public Law (including Constitutional, Service, and Election Law).

**2. Terms of Engagement & Remuneration**

- **Duration:** The initial empanelment will be for a period of **three (3) years**, subject to a satisfactory annual performance review.
- **Remuneration:** The fee shall be paid on a case-to-case basis as per the schedule provided in **Annexure-C. Please note that there will be no monthly retainer fee for this panel.**
- **Payment Terms:** The Commission shall endeavor to process all valid invoices within 90 days of submission, subject to the conditions mentioned in the fee schedule.
- **Confidentiality:** The advocate shall maintain the utmost confidentiality of all information shared by the Commission.
- **Termination:** The Commission may terminate the empanelment with a one-month notice for non-performance or breach of contract.
- **Conflict of Interest:** The empanelled advocate shall not advise or represent any party with an interest adverse to the Commission. Further, the advocate shall not advise or appear against the Election Commission of India or any State Election Commission during their tenure.

**3. Application Procedure**

- Interested advocates can download **Annexure-A (Application Form)**, **Annexure-B (Declaration Form)**, and **Annexure-C (Schedule of Fees)** from the Commission's website at **www.sec.uk.gov.in**.
- The application form, duly filled, must be accompanied by the signed declaration form and the following self-attested documents:
  - Detailed Curriculum Vitae (CV).
  - Copy of Bar Council Registration Certificate.
  - A list of significant reported/unreported judgments to serve as proof of experience.
- The complete application set, with all documents scanned and compiled into a single PDF file, should be sent by email to **sec-uttarakhand@uk.gov.in**. The subject line of the email should be **"Application for Empanelment of Counsel for High Court"**.
- The last date for receipt of applications is **15th October 2025**.

**4. Selection Procedure**

Applications will be scrutinized by a committee constituted by the State Election Commissioner. The decision of the Commission regarding selection and empanelment shall be final and binding.

  
Secretary  
State Election Commission,  
Uttarakhand.

## ANNEXURE-A: APPLICATION FORM

(To be filled by the applicant in Capital Letters)

Application for Empanelment as Counsel for the State Election Commission, Uttarakhand.

PANEL APPLIED FOR: Counsel, High Court of Uttarakhand

### 1. PERSONAL DETAILS

Detail	Your Information
Full Name	
Father's/Husband's Name	
Date of Birth	
Office Address	
Residential Address	
Mobile Number	
Email Address	

### 2. PROFESSIONAL DETAILS

Detail	Your Information
Bar Council Registration No. & Date	
Name of Bar Council	
Total Years of Practice Experience	
Total Years of Continuous Practice at High Court of Uttarakhand	

### 3. SUPPORTING DOCUMENTS CHECKLIST (Please tick ✓)

S.No.	Document Enclosed	Tick (✓) Here
1.	Annexure-B: Declaration Form (Duly Signed)	
2.	Self-attested copy of Detailed Curriculum Vitae (CV)	
3.	Self-attested copy of Bar Council Registration Certificate	

4.	A list of significant reported/unreported judgments as proof of experience.	
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I, the undersigned, hereby certify that the information provided above is complete, true, and correct to the best of my knowledge and belief.

Date:

Place:

(Signature of the Applicant)

Name:

## ANNEXURE-B: DECLARATION FORM

(To be submitted on the applicant's official letterhead)

### DECLARATION

I, \_\_\_\_\_ (Name of Advocate), Son/Daughter/Wife of \_\_\_\_\_, resident of \_\_\_\_\_, do hereby solemnly affirm and declare as under:

1. That I am applying for empanelment as a **Counsel** for the State Election Commission, Uttarakhand, for the High Court of Uttarakhand.
2. That all the information furnished by me is true, correct, and complete to the best of my knowledge and belief.
3. That I have read and understood all the eligibility criteria mentioned in the Public Notice No. - \_\_\_\_\_ dated \_\_\_\_\_ and I confirm that I fulfill all the said criteria.
4. That I have read and understood the Conflict of Interest clause and I undertake that, if empanelled, I shall not advise or appear against the Election Commission of India or any State Election Commission during my tenure.
5. That I have never been debarred from practicing law by any Bar Council or been found guilty of professional misconduct.
6. That I agree to accept the remuneration for services rendered as per the rates prescribed in Annexure-C of this notice.

I hereby affirm that the contents of this declaration are true and correct.

Date:

Place:

(Signature of the Declarant/Applicant)

Name:

Bar Council Reg. No.:

## ANNEXURE-C: SCHEDULE OF FEES

(For the Reference of Applicants)

(Based on Commission's Letter No. 3733/ रा०नि०आ०-1/551(2)/2005 dated 04 February 2025)

**There will be no monthly retainer fee for this panel.** Fees will be paid on a per-case basis according to the following structure:

Case Scenario	Advocate Fee	Miscellaneous Expenses
<b>Final disposal</b> of a writ petition after filing a counter-affidavit/rejoinder.	₹ 20,000	₹ 2,500
Writ petition is <b>decided at the hearing stage without filing a counter-affidavit</b> , but counsel has appeared and argued.	₹ 8,000	₹ 1,250
Writ petition is <b>withdrawn by the petitioner after the counter-affidavit has been filed</b> .	₹ 8,000	₹ 1,250
Writ petition is <b>withdrawn by the petitioner before filing the counter-affidavit</b> .	₹ 4,000	₹ 1,000

### Important Notes:

- Connected Cases:** If multiple writ petitions of a similar nature are connected and decided by a single common order, they will be treated as a single case for the purpose of fee payment.
- Payment Condition:** The final payment for any case will be processed only after all relevant documents, including the certified copy of the final judgment/order, have been submitted to the Commission.