

**CHANDIGARH SCHEDULED CASTES, BACKWARD CLASSES & MINORITIES
FINANCIAL & DEVELOPMENT CORPORATION LTD.
(A CHANDIGARH ADMINISTRATION UNDERTAKING)**

Regd. Office:-Additional Town Hall Building, 3rd Floor, Sector 17-C, Chandigarh.

Appointment

This Corporation is financing Loans to the members of Scheduled Castes, Backward Classes, Minorities and Safaikaramcharies on easy terms & conditions. This loan amount is repayable by the beneficiaries from 36-54 monthly installments. There are loanees/sureties who are willful chronic defaulter and Corporation has to take Legal Action against them, therefore, intend to appoint Advocate having minimum 02 years experience on retainership basis on a fixed monthly remuneration to be decided by the Committee to attend the following work:-

1. Issue of Legal Notice.
2. Filing the case in the Court of Law under section 138/420.
3. Filing Civil Suits in the Court of Law.
4. Defending the Corporation in the Court of Law.
5. Rendering Legal Advice etc.

The Advocate so engaged has to attend the office as and when required by the Corporation. The following will be the terms & conditions:-

- 1) He will be undertaking Corporation's legal work on Corporation's terms and conditions. Under any circumstances, he will not use legend containing the Corporation's name, symbol or logo in your letter heads, signboards, name plate etc.
- 2) He will not appear or advise against the Corporation as long as he is with the Corporation.
- 3) He will only receive the petition/notices/appeal/ application and seek instructions, unless the matter is so urgent in which case, he will make first appearance in the matter and observe the proceedings and outcome of the development.
- 4) He shall prepare the case for filing the suit in the Competent Court of Law in consultation with Head Office and he shall, defend/contest the complaint under section 138/142 of Negotiable Instrument Act before High Court/ District Court/DRT till its disposal and provide the certified copy of the judgment to this office and further suggest the means and ways to settle the issue in favor of Corporation.
- 5) Taking him on Retainership basis on a consolidated remuneration does not amount to an appointment or right for an appointment to be made by the Corporation and Corporation is free to engage any Counsel of its choice and no rights exist from his end to claim that he alone should be entrusted upon with the Corporation's work.
- 6) He will be given money on actual basis to be paid as Court fees and/or to incur expenses against accountable receipt. He may be given documents to be filed in the Competent Court of Law and confirmation will be obtained from him. If receipt is obtained from the Court or if application is moved to take documents on record/lodgment schedule be kept on record.

The assignment will be for 06 months and further extendable after performance and evaluation.

MANAGING DIRECTOR