



Delhi Police Empanelment 2024 – Application for Legal Consultants.

Delhi Police invites applications for the empanelment of Advocates/Lawyers for the purpose of providing legal assistance to the Investigating Officers of Delhi Police.

Total Number of Vacancies: 12.

Distribution of advocates/Legal Consultants:

As per requirements and orders of competent authority.

Eligibility

Professional and educational qualification

- (i) The applicant must possess a degree of Law from a recognized University and must be a registered legal practitioner.
- (ii) He should have at least 5 years of practice in criminal matters, preferably trial court practices.
- (iii) Retired PPs and advocates having served or on government panels tendering legal advice in criminal matters may also apply.

Fee payable for processing the application: Rs 500/- (Rs Five hundreds only).

Fee can be paid through Demand Draft in favour of **"DCP/Headquarters, Delhi"**.

Applications received without the prescribed fee shall not be considered and summarily rejected. No representation against such rejection will be entertained. Fee once paid shall not be refunded/ adjusted under any circumstances.

Age Limit

The candidates should not be more than 65 years of age as on 31/12/2023.

Submission of Application Form

Desirous candidates may download the Application forms from Delhi Police Website i.e. www.delhipolice.nic.in and submit applications from 11.00 AM to 4.00 PM in Room No. 623, 6th floor, Tower-II, New PHQ, Jai Singh Road, New Delhi

w.e.f. 12.02.2024 till 20.02.2024 (on working days).

Scope of work

Broadly, the scope of work of Advocates/Legal Consultants on panel would be as under:-

1. Render legal advice to the Investigating Officers (IOs) and the supervisory officers during all the stages of investigation as and when sought i.e. from the pre registration stage of the case i.e. First Information Report (FIR) to the filing of the charge sheet/Final Reports.
2. Assist in drafting legal documents such as status reports, reply to bail application, reply to interlocutory orders as well as to provide legal advice in the matters concerning lower courts, High Court(s) & Hon'ble Supreme Court.
3. Assist the IOs in drafting queries/docket for seeking opinion from experts i.e. Doctors, Autopsy Surgeon, Forensic Science Laboratories (CFSL & FSLs), Cyber Labs etc.
4. Discuss and share case laws, prominent judgments of the Hon'ble High Court and the Supreme Court.
5. Assist the IOs in interpreting the laws, statutory rules and regulations and amendments thereof.
6. Advise and assist the IOs in preparation of the Final Reports to take the investigation to its logical end and also to ensure convictions.
7. Render legal advice and preparation of replies in the matter of complaints and other references as well as in the matter of complaints or applications or petitions u/s 200 Cr.PC and orders u/s 156 (3) Cr.PC.
8. Provide legal advice and assist IOs in preparing draft replies in the matter of legal notices received u/s 80 CPC, 197 Cr.PC, 140 DP Act, etc.
9. Assist the IOs in preparation of replies to notices received from various Commissions and other statutory authorities.
10. Attend the meetings whenever called by the Police Headquarters and DCsP of the Districts or Units.
11. Assist IOs in the following category of cases which require interpretation of law:-
 - (a) Offences against the State;
 - (b) Offences affecting the human body;
 - (c) Offences against property;
 - (d) Offences relating to documents and properties;
 - (e) POCSO cases & Offences against women & children;
 - (f) Cyber Crime Cases;
 - (g) Cheating & Forgery Cases;
 - (h) NSA cases;
 - (i) NDPS Act cases;
 - (j) MCOCA cases;
 - (k) JJ Act;
 - (l) UAP Act cases;
 - (m) PITNDPS Act cases;
 - (n) Passport Act cases; and

- (o) Any other case(s) referred by concerned DCP/Districts & Units.
12. Any other reference as per the requirements of Delhi Police.

Note: The selected candidates i.e. the Legal Consultant shall render only legal advice to the Investigating Officers of Delhi Police at the Police Stations/Offices. They will not be required to conduct trial of the cases in courts of law.

Payment Terms:

The Advocates thus Empanelled will be paid fee as per payment plan annexed herewith on case to case basis.

Terms and Conditions:

1. The initial empanelment for those selected for empanelment shall be upto 31st December 2024 only and is subject to review and reconsideration thereafter for further extension or termination based on the appraisal reports.
2. The empanelled advocates should not professionally take a position where his interest conflicts with the interest of Delhi Police.
3. **The empanelled advocates should maintain absolute confidentiality required by his empanelment.**
4. The officials so empanelled shall not have any right, whatsoever, in respect of claiming any permanent post, regularization or extensions of this empanelment. The decision of the CP/Delhi will be final.
5. The Advocate assigned with any case/reference shall not take up the cases in which he/she is in conflict of interest either with complainant and / or alleged / suspects / accused persons / organizations etc.
6. The advocate as selected shall submit a written consent to take up the case with undertaking as mentioned above.
7. In addition to the normal working days, If he/she is required to attend the office on Saturday/Sunday and other holidays in exigencies of work, he/she shall not be paid any additional remuneration.
8. Delhi Police will arrange typist & photocopying and no charges for typing & photocopying will be paid.
9. If any declaration or information furnished by him/her proves to be false or if he/she is found to have willfully suppressing any material information, his/her empanelment will be terminated.
10. No travelling allowance will be paid for joining the duties.

11. The selected candidates will be liable for disciplinary action by the Bar Council for professional misconduct. Apart from the provision of termination of the empanelment, provisions of Prevention of Corruption Act would apply to him/her, as he/she would be a public servant during the term of his/her contract.
12. The selected candidates shall be eligible for leave of 08 days in one year on valid medical/other ground. No other leave will be admissible to the selected candidates.
13. The selected candidates shall be required to maintain discipline and absolute integrity in accordance with CCS (Conduct) Rules, 1964.
14. **The working hours of the selected candidates would be the same, as are being observed by Delhi Police. However, they would not be entitled for any earned leave etc. The Legal Consultants must remain available from 2.00 p.m. to 10.00 p.m. for providing legal advice.**
15. **Further, the character and antecedents of selected candidates shall be verified and if anything adverse is found in the report, their candidature will be cancelled.**
16. Appeals/Revisions or Petitions arising from one common judgment/order will be considered as one case.
17. When misc. applications are filed in a case, including transfer petition only drafting charges will be payable and no separate fee will be payable.
18. When counsel is changed during the pendency of the case fees will be paid in proportionate manner.
19. The empanelled Advocates/Legal Consultants shall have to give an undertaking as per the interest of the department, once selected.

Method of Selection:

Advertisement shall be published in two prominent National Dailies (Hindi & English each), Employment News & Rojgar Samachar as well as on Delhi Police Website. Application shall be invited from desirous candidates. A Screening Committee shall be nominated by CP Delhi to scrutinize the applications submitted by the applicants.

The candidates so shortlisted based on their experience in criminal legal field shall be called by Interview Boards constituted for the purpose. The Interview Boards shall recommend a panel of advocates to the Commissioner of Police, for approval. The decision of CP/Delhi shall be final. No

correspondence in this regard shall be entertained. Intimation shall be sent only to the selected candidates.

The advocates would be empanelled for a period of 1 year subject to extension as decided by the Commissioner of Police.

Review of performance

The performance of Empanelled Legal Consultants shall be reviewed by the user District/Investigating Unit. If the services rendered by the empanelled Advocates are found to be un-satisfactory then the services of such empanelled Advocates shall be discontinued upon specific recommendations of user Districts/Investigating Units after obtaining the approval of Commissioner of Police, Delhi.

Payment to Empanelled Advocates by Delhi Police

S.No.	Detail of assignment	Fees
1.	i. To advise and assist IOs in preparation of charge-sheets in Sessions cases involving sentence of life imprisonment or death including cases under NDPS, MCOCA, UAP Act, POCSO & Sexual Offences.	Rs. 12000/- per charge-sheet
	ii. To advise and assist IOs in preparation of charge-sheet in all other cases with punishment upto 7 years or more. (with the prior approval of DCsP District/Unit concerned)	Rs. 10,000/- per charge-sheet
	<p>Note:-</p> <p>(a) Payment shall be made if Court does not order for further investigation, otherwise 50% at initial stage and remaining 50% after acceptance of final report u/s 173(8) Cr.PC.</p> <p>(b) If supplementary charge sheet required to be filed then payment will be divided into equal parts.</p> <p>In case the empanelled advocate is removed or returns the brief and fresh consultant is handed over the case, he/she shall be paid in proportionate manner.</p>	
2.	<u>Bail Applications:-</u> For assistance in drafting reply to each bail application including anticipatory bail application in any court including Hon'ble High Court and Supreme Court.	Rs. 1,000/- subject to maximum of three bail application as per accused in an FIR.
3.	Legal Opinion in matter prior to registration of FIR, Legal opinion in an old existing FIR/freshly registered FIR, Legal advice in the matter of Legal notice received u/s 156(3) Cr.PC	Rs. 2,000/- per matter.
4.	Preparation of Status Reports to be filed in High Courts and Supreme Court.	Rs. 5,000/- per matter.
5.	Drafting replies in matters pertaining to u/s 80 CPC, 197 CrPC, Notices of various Commissions etc.	Rs. 2,000/- per matter.
6.	Any other Miscellaneous matter not falling in any of the above category i.e. Acquittal reports etc.	Rs. 2,000/- per matter.



APPLICATION FORMAT FOR THE EMPANELMENT OF LEGAL CONSULTANTS IN DELHI POLICE

Please go through the terms and conditions before filling the application form.

Affix
passport
size Photo

1. Name of the applicant :-
2. Father's Name :-
3. Sex :-

M	F	others
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4. Residential address :-
5. Permanent address :-
6. Date of Birth :-

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7. Mobile No. :-

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8. E-mail address :-
9. Age as on ---/---/2024 :-

		YEARS			MONTHS
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10. Educational Qualification :-
(Degree(s) in Law)

Class	Law College/ University	University Degree number	Registration number

11. Previous experience of working on the panel of any government agency. : Yes/No

12. Any professional achievement worth mentioning (secured any landmark judgment) if yes, give details :-

13. Whether involved in any criminal case/inquiry? details thereof :- Yes/No (details)

14. Demand Draft No.

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(Rs. 500/- through Demand Draft in favour of “DCP/Headquarters, Delhi”.

DECLARATION

I, _____ hereby declare that the information submitted above is true & correct to the best of my knowledge and in case any information is found false or incorrect, my candidature may be considered cancelled.

15. Documents annexed (Mandatory) :-
Aadhaar Card
Bar Council Registration Card
Degree of Law
Proof of DOB
(DL/Passport/Matric certificate)

16. I agree to abide by the Terms & Conditions

Signatures of the candidate