

RAJIV GANDHI HOUSING CORPORATION LIMITED
(A Government of Karnataka Enterprise)
Cauvery Bhavan, 9th Floor, C & F Block, K.G. Road, Bengaluru - 560 009
Ph: (+)91-80-23118888 email:rghcladm@gmail.com
Website: <https://ashraya.karnataka.gov.in>

RGHCL/26/ALC/2025

Date: 16.09.2025

**NOTICE INVITING APPLICATIONS FOR EMPANELMENT OF ADVOCATES FOR
A PERIOD OF TWO YEARS**

The Rajiv Gandhi Housing Corporation Ltd., Bengaluru, proposes to empanel Advocates to represent the Corporation in the following courts and forums:

1. Supreme Court of India
2. High Court of Karnataka (all three benches)
3. Central Administrative Tribunal and Karnataka State Administrative Tribunal
4. Arbitration proceedings
5. District Courts/City Civil Court at Bengaluru
6. AC Court, DC Court, Karnataka Appellate Tribunal, Consumer Forum, etc

Eligible and interested Advocates possessing the following qualifications and experience may apply in the prescribed format (available with this notice) by post, enclosing self-attested copies of documents supporting their qualifications and experience. These include proof of length of practice, educational qualifications, enrollment certificate, copies of orders/judgments in at least 10 cases in the relevant field (e.g., land issues, service matters, miscellaneous cases in which the applicant has appeared), and any other supporting documents the applicant wishes to provide.

I. Essential Qualification

1. Degree in Law from a UGC-recognized University (LL.M. preferred).
2. Certificate of Enrollment with the Bar Council.

II. Experience Requirements

1. For conducting cases in the Supreme Court/ High Court
Minimum 12 years of experience in the relevant field (Civil, Labour, Service, Local Body, Karnataka Land Reforms, Tax, etc.) before the Supreme Court/ High Court.
2. For conducting cases in CAT/KSAT:
Minimum 10 years of experience in Service matters as a practicing Advocate before CAT/KSAT.
3. For conducting Arbitration cases:
Minimum 10 years of experience in conducting Arbitration matters (experience in handling construction-related disputes preferred).
4. For conducting cases in District Courts/City Civil Court:
Minimum 7 years of experience in handling civil suits, money suits, land-related suits, and miscellaneous matters before the District Court/City Civil Court.
5. For conducting cases in DC Court, Karnataka Appellate Tribunal, Consumer Forum, and other forums:
Minimum 5 years of experience in handling matters before these courts/tribunals.

III. General Conditions:

The Managing Director, RGHCL, Bengaluru, reserves the right to accept or reject any application without assigning any reason. Submission of an application for empanelment does not confer any right or claim for selection.

IV. How to Apply

Interested and eligible Advocates must submit their completed applications in the prescribed format, along with all supporting documents, so as to reach the undersigned by 30.09.2025.

Note:

1. The format of the application form and detailed guidelines may be downloaded from the website <https://ashraya.karnataka.gov.in>.
2. Applicants are advised to read the guidelines and terms and conditions for panel Advocates carefully, as they form an integral part of this notice.

General Manager (PI)
Rajiv Gandhi Housing Corporation Ltd., Bengaluru

GUIDELINES CUM TERMS & CONDITIONS FOR EMPANELMENT OF ADVOCATES

These guidelines are intended to regulate the procedure for empanelment of Advocates to plead, draft, and represent the Rajiv Gandhi Housing Corporation Ltd., Bengaluru (RGHCL) before various Courts and Tribunals, and to govern the referral of cases and payment of fees/remuneration. These guidelines are subject to change at the discretion of the Corporation without assigning any reason.

Important: Before filling out the application form, candidates are advised to carefully read and follow these criteria, instructions, and terms and conditions.

I. Essential Qualification

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Minimum 5 years of experience in handling matters before these courts/tribunals.

III. Tenure of Empanelment:

Empanelment will be valid for a period of two years from the date of empanelment, extendable up to one additional year at the discretion of the MD, RGHCL. The performance of empaneled Advocates will be reviewed periodically. Continuance on the panel will depend on performance, feedback from litigation officers, and at the discretion of the Managing Director, RGHCL.

IV. Payment of Fees and Other Conditions

Fees payable for drafting and attending court proceedings and conducting the case (including effective and non-effective hearings) in the High Court, CAT, and District Courts/District Consumer Disputes Redressal Forum shall be as per the Fee Schedule approved by RGHCL (Office Order dated 01.10.2015) and subject to revision from time to time. No retainer fee will be paid to any panel Advocate.

V. How to Apply

1. Applications must be submitted in the prescribed format available on the RGHCL website. Other formats will not be accepted.
2. Advocates applying for empanelment for more than one Court/Forum must submit separate applications in separate envelopes, each superscribed with the relevant Court/Forum.
3. Applications must be sent by Speed Post/Registered Post to:

**The Managing Director,
Rajiv Gandhi Housing Corporation Ltd., Bengaluru**
4. Applications must reach the specified address within 14 days from the date of publication of the Notice. Late applications will be rejected without opening the envelope.
5. The application must include self-attested copies of the following documents:
 - a. Degree in Law.
 - b. Enrolment certificate issued by the Bar Council.
 - c. Identity card issued by the Bar Association/Bar Council.
 - d. Judgments/orders in 10 cases pertaining to the relevant field for which empanelment is sought.
 - e. Office orders/letters of empanelment issued by other PSUs/ Government bodies (if any).
 - f. Certificate from Advocate Association, Bengaluru, confirming practice in the relevant courts.

VI. Procedure for Empanelment

While considering applications, the following criteria will be evaluated:

1. Length of practice and specialization in the relevant area of law.
2. Track record and integrity of the Advocate.
3. No applicant will be called for interaction unless they satisfy the eligibility criteria and are shortlisted. Fulfilling the minimum criteria does not guarantee being called for interaction or empanelment.
4. Depending on requirements and the number of applications, RGHCL reserves the right to shortlist candidates for interaction and empanelment.
5. The decision of the Competent Authority regarding shortlisting and selection shall be final.
6. A list of shortlisted Advocates will be uploaded on the RGHCL website with details of the date, time, and venue for interaction. No individual communication will be sent.
7. RGHCL may make confidential enquiries with relevant Bar Councils/Bar Associations regarding the Advocate's expertise and reputation.
8. No retainer fee will be paid to any Advocate.
9. Existing Panel Advocates who are interested in continuing their empanelment with RGHCL should apply for renewal of empanelment and decision w.r.t. their continuation would be taken based on their performances and disposal of the cases.

Written consent of the Advocates shall be obtained regarding their acceptance of the rates, terms, and conditions of empanelment as amended from time to time.

VII. Conflict of Interest

The Advocate shall not advise or represent any party against RGHCL or Housing Department. Such representation would attract disqualification from the panel.

VIII. Duties of Empaneled Advocates

1. Timely appearance in court is mandatory. Absence without reasonable grounds and prior notice will not be accepted.
2. RGHCL reserves the right to engage any Advocate of its choice. Empaneled Advocates cannot claim exclusive rights to be assigned cases.
3. Refusal to accept assignments without reasonable cause (e.g., conflict of interest) may result in immediate removal from the panel.
4. Advocates must accept the terms and conditions of empanelment as determined by RGHCL from time to time.
5. Advocates must report the status of all cases on a monthly basis.
6. When required, Advocates must assist Senior or Special Counsel engaged in particular cases before the Supreme Court, High Court, or other judicial forums.
7. Advocates must inform RGHCL of all significant developments in assigned cases on a day-to-day hearing basis.
8. Advocates must apply for certified copies of orders/judgments immediately upon decision and hand them over to RGHCL within three days of receipt from the concerned court.
9. After the judgment/order, Advocates must provide a written opinion, including reasons for any adverse order and advice on filing an appeal, within three days of receiving the certified copy.
10. Advocates must maintain strict confidentiality about cases and any information received in their capacity as RGHCL panel Advocates during and after their tenure.

IX. Removal from Panel

RGHCL reserves the right to terminate the empanelment of any Advocate with written notice without assigning any reason. Advocates may also resign from the panel by serving notice and returning files entrusted him/her.

Empanelment may be cancelled in any of the following circumstances:

1. Submission of false information in the application.
2. Failing to attend court hearings without sufficient reason or prior notice.
3. Conflict of interest.
4. Acting contrary to RGHCL's instructions or ignoring specific instructions.
5. Threatening, intimidating, or abusing RGHCL employees, officers, or representatives; sharing confidential information with the opposite party or any third party in a manner that damages RGHCL's interests.
6. Providing false or misleading information to RGHCL about case proceedings.
7. Seeking frequent adjournments or failing to object to adjournments sought by the other party without sufficient reason.

X. Removal of Difficulty

If any difficulty arises in implementing these guidelines or any doubt occurs regarding interpretation of any clause, the matter shall be placed before the Competent Authority, whose decision shall be final.

General Manager (PI)
Rajiv Gandhi Housing Corporation Ltd., Bengaluru

PROFORMA FOR APPLICATION FOR ENPANELMENT OF ADVOCATES

IN RAJIV GANDHI HOUSING CORPORTAION.



1	Name in Full (in block letters)	
2	Date of Birth and Age (on the closing date of the application)	
3	Father's Name	
4	Complete Residential Address with Telephone No./Mobile No.	
5	Complete Official Address with Telephone No./Mobile No.	
6	Email ID	
7	Educational Qualification (photocopies of documents to be attached)	
8	Date of Enrolment as an Advocate(Photocopies of Bar council documents to be attached)	
9	Experience, in years (Please specify the High Court where enrolled.	
10	Whether working or have worked in the past, as a panel Lawyer/Standing Counsel/Legal. Advisor in Central/State Government or its organizations (photocopies of documents to be attached)	
11	A short note about educational qualification, experience and any other relevant information (on a separate sheet)	

Signature :

Place :

Name :

Date :

