



RANCHI UNIVERSITY RANCHI

Advertisement No. 0.8./2026

Ranchi University, Ranchi, invites applications for empanelment of Advocates as Standing Counsel(s) and Panel Counsel(s) to represent the University before the Supreme Court of India, High Courts, and other judicial/quasi-judicial bodies. Empanelment will be for three (03) years. Information regarding eligibility criteria, qualifications, fee structure and other details can be accessed from the University Website.

The application may be sent through the hard copies submitted to office of Registrar or through mail to 07.05.2026 on or before 15.05.2026, 5pm.


By order of the Vice Chancellor
Registrar
Ranchi University, Ranchi

Memo No. RU/408/26

Dated: - 6/5/26

Copy to :-

1. Director Computer Centre with request to upload in the Website.
2. In-Charge, Legal Cell, Ranchi University, Ranchi
3. PA to VC/FA/R for information to VC/FA/R/


06/5/26
Registrar
Ranchi University, Ranchi



RANCHI UNIVERSITY, RANCHI (JHARKHAND)
NOTICE INVITING APPLICATIONS FOR EMPANELMENT OF ADVOCATES / LEGAL
FIRMS

Advertisement No.: 08 / 2026

Ranchi University, Ranchi, invites applications for empanelment of Advocates as Standing Counsel(s) and Panel Counsel(s) to represent the University before the Supreme Court of India, High Courts, and other judicial/quasi-judicial bodies. Empanelment will be for three (03) years.

1. Eligibility Criteria

- Practicing Advocates/Law Firms registered with the Bar Council of India/State Bar Councils.
- Must possess adequate professional standing, infrastructure, and experience in legal practice.

2. Qualification & Experience

- Bachelor's Degree in Law from a recognized University.
- Valid registration with the Bar Council of India/State Bar Council.
- Minimum 10–15 years of experience in handling legal matters, preferably for Universities/Government Institutions.
- Experience of practice before High Courts/District Courts/Tribunals.

4. Fee Structure

The fee/remuneration payable to empanelled Advocates/Law Firms shall be governed as per University norms (details may be seen as annexure B)

5. Application Procedure

Interested Advocates/Law Firms may submit their applications in the prescribed format (Annexure–A) along with self-attested supporting documents in a sealed envelope superscribed:
“Application for Empanelment of Advocates/Law Firms”

Addressed to:

The Registrar
Ranchi University
Ranchi – Jharkhand

The application must reach the above office on or before **15.05.2026**.

6. General Conditions

1. The University reserves the right to accept or reject any or all applications without assigning any reason.
2. Empanelled Advocates/Law Firms shall not appear against the interest of the University.
3. The University may terminate empanelment at any stage without prior notice.
4. Selection shall be based on experience, professional competence, past performance, and overall suitability.

7. Responsibilities of Empanelled Advocates/Firms

- To appear and represent the University in courts/tribunals as required.
- To provide timely legal advice and opinions.
- To draft and vet legal documents and pleadings.
- To maintain confidentiality of university matters.
- To ensure proper follow-up of cases and timely reporting to the University.
- To carry on any other duty as and when instructed by the University

By the Order of Vice Chancellor
Sd/-
Registrar
Ranchi University, Ranchi



APPLICATION FORMAT FOR EMPANELMENT OF ADVOCATES / LAW FIRMS

1. Name of the Advocate / Law Firm:
2. Address (Office):
3. Contact Details (Mobile/Email):
4. Enrollment Number & Bar Council Details:
5. Year of Enrollment / Establishment:
6. Total Years of Practice:
7. Area(s) of Specialization:
8. Details of Experience (especially with Govt./Universities):
9. Courts where regularly practicing:
10. List of Important Cases Handled:
11. Details of Infrastructure (for Law Firms):
12. Whether ever debarred/blacklisted (if yes, details):
13. Any other relevant information:

Declaration:

I/We hereby declare that the information furnished above is true and correct to the best of my/our knowledge. I/We agree to abide by the terms and conditions of empanelment of Ranchi University.

Date:

Place:

Signature of Applicant
(Name & Seal, if applicable)



Annexure B

Detail of Fee Fixed by University of various Works

Jharkhand High Court:-

- A. Professional fee for appearance before the Court in each case for admission /hearing : Rs 1500/- + 10% clerkage
- B. Drafting of C.A / Writt : Rs. 1500/-
- C. Conference with University Officers : Rs 1500/-
- D. Legal opinion in each case : Rs 1500/-
- E. Typing, Xeroxing, affidavit, stamp Certified copies of order(s) etc. : Actual as per bill duly signed by the advocate concerned.

Supreme Court of India:-

- A. Professional fee for appearance before the Court in each case in a day. : Rs 5000/- + 10% clerkage
- B. Drafting of C.A / Writt petitioner(s) Rejoinder etc. : Rs. 5000/-
- C. Conference with University Officers : Rs 5000/-
- D. Legal opinion in each case : Rs 5000/-
- E. Typing, Xeroxing, affidavit, stamp Certified copies of order(s) etc. : Actual as per bill duly signed by the advocate concerned.

