

कार्यालय, महानिदेशक, चिकित्सा स्वास्थ्य एवं परिवार कल्याण, उत्तराखण्ड, देहरादून।

पत्रांक-3प/मुख्या0 अधि0/63/2018(1C)/1880 देहरादून: दिनांक-30 जुलाई, 2022

सेवा में,

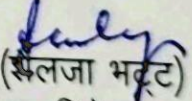
कुलदीप मर्तोलिया,
राज्य प्रतिरक्षण अधिकारी, /IT cell
स्वास्थ्य सेवा महानिदेशालय,
उत्तराखण्ड, देहरादून।

विषय- स्वास्थ्य सेवा महानिदेशालय, उत्तराखण्ड देहरादून में आउटसोर्स के माध्यम से विधि अधिकारी को रखे जाने हेतु विज्ञप्ति एवं निविदा प्रपत्र को विभाग की अधिकृत वेबसाईट पर अपलोड करने के सम्बन्ध में।

महोदय,

उपरोक्त विषयक के सम्बन्ध में अवगत कराना है कि स्वास्थ्य सेवा महानिदेशालय, देहरादून में शासकीय कार्यों के सम्पादन हेतु आउटसोर्स के माध्यम से विधि अधिकारी रखा जाना है, जिस हेतु उत्तराखण्ड संस्करण के दो दैनिक समाचार पत्रों (हिन्दी व अंग्रेजी) में विज्ञप्ति प्रकाशित की जा रही है, तथा जिस हेतु विस्तृत सूचना/निविदा प्रपत्र व विज्ञप्ति विभाग की अधिकृत वेब साईड www.health.uk.gov.in पर अपलोड करते हुये अधोहस्ताक्षरी को अवगत कराना सुनिश्चित करें।

संलग्नक-विज्ञप्ति एवं निविदा प्रपत्र।

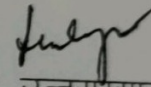

(अनिल कुमार भट्ट)
महानिदेशक

कार्यालय, महानिदेशक, चिकित्सा स्वास्थ्य एवं परिवार कल्याण, उत्तराखण्ड, देहरादून।

पत्रांक-3प/मुख्या0 अधि0/63/2018(TC)/18799 देहरादून: दिनांक-30 जुलाई, 2022

विज्ञप्ति

चिकित्सा स्वास्थ्य एवं परिवार कल्याण महानिदेशालय, उत्तराखण्ड देहरादून में विभागीय विधि सम्बन्धी कार्यों के सम्पादन हेतु विभाग द्वारा प्रकाशित विज्ञप्ति संख्या-3प/मु0अधि0/63/2018/15972 दिनांक-05.07.2022 के क्रम में प्राप्त आवेदनों में से एक ही आवेदक द्वारा वांछित शर्तें पूर्ण करने पर उक्त निविदा दिनांक-05.07.2022 को एतद्वारा निरस्त करते हुये, निर्धारित शर्तों एवं प्रतिबन्धों के अधीन पुनः विज्ञप्ति प्रकाशित कर आवेदन आमंत्रित किये जाते हैं। जिसकी विस्तृत जानकारी विभाग की अधिकृत वेब साईट www.health.uk.gov.in से प्राप्त की जा सकती है।

महानिदेशक, 
चिकित्सा स्वास्थ्य एवं परिवार कल्याण, उत्तराखण्ड देहरादून।

Director General
Medical Health & Family Welfare, Uttarakhand

TENDER DOCUMENTS FOR THE SELECTION OF LAW OFFICER

The Director General Medical Health & Family Welfare, Uttarakhand invites applications for engagement of an Advocate (On a Full Time Basis), named as Law Officer. Interested advocates may send their applications in the prescribed format, on or before 16-08-2022 till 5:00 PM to the Directorate of Medical Health and Family Welfare Uttarakhand through registered post only on the address below. The details for legal consultant could be obtained from our website www.health.uk.gov.in.

Contact Details of Director General Office

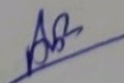
Directorate of Medical Health and family welfare,
Sahastradhara Road, Danda Lakhound, Dehradun- 248001
Tele phone no. 0135-2608763
Website: www.health.uk.gov.in

Contents

- 1- Eligibility criteria
- 2- General instructions for submission of applications.
- 3- Terms and Conditions of engagement.
- 4- Responsibilities/obligation of the Law Officer
- 5- Roles and Responsibilities of the Department
- 6- General condition of payment of fees
- 7- Arbitration
- 8- Termination of engagement.
- 9- Declaration

1- Eligibility criteria

- The applicant should be enrolled as an advocate with state bar council and should have a valid Certificate of Practice for appearing or representing as legal advisor in any government department or autonomous organization or institution or PSU OF Uttarakhand High Court/District Court/Tribunals.
- The applicant should have sound knowledge of various laws, particularly service laws of state, other applicable law enacted/notified by the Government of Uttarakhand, C.P.C., Cr.P.C, Indian contract Act, limitation Act, Arbitration and conciliation Act, Consumer laws, Labor laws etc.
- The applicant advocate should have a minimum practicing /work experience of 5 years out of which at least two years consultancy experience in legal work of any government department of Uttarakhand or autonomous organization or institution or PSU in High Court/District Courts/Tribunals.



2- General instructions for submission of applications.

The interested law officers who desire to be considered for engagement and possess above eligibility criteria should submit their application in a single sealed envelope consisting of two sealed envelopes, as below:

1. Submit application (CV) in the prescribed format (**Annexure-1**) along with other details if any, in a separate envelope with heading "**Technical Bid**"
(**enclose the certificate of satisfactory work experience under the signature of head of the concerned departments/organizations**)
2. Submit financial quote in **Annexure -2** for monthly remuneration in a separate sealed envelope with heading "**Financial Bid**"

Both envelopes shall be kept in a third envelop with the heading, "**TENDER DOCUMENTS FOR THE SELECTION OF LAW OFFICER** properly sealed"

Note: Applications should be submitted via Registered Post only before the due date and time.

- Any bid devoid of desired technical qualification and no rates mentioned in Annexures-1&2 will be considered as non- responsive.
- Any applications received after the due date, for any reasons, whatsoever, will not be considered for engagement.
- All the copies of document submitted along with the applications shall be self-attested.
- The Directorate reserves the right to select any advocate of its choice, and as per the requirement, depending upon the area of specialization/expertise and on fulfilling the eligibility criteria. The applicants should be present with their original documents on the date of opening of technical and financial bids.
- The engaged advocate shall always abide by the terms of engagement, without any objection during the period of engagement.

3. Terms and Conditions of engagement

- Criteria for engagement –All the applications received on or before the due date shall be evaluated/examined by a committee as constituted by the DG. In case the rates quoted are similar then evaluation shall be done on the basis of number of assignments (Assignment refers to work orders) handled in last five years.
- Period of engagement- The present engagement shall be for a period of **eleven months** or until further orders, whichever is earlier. However, the period of engagement may be extended for a further period based on the requirement and to the satisfaction of the DG.
- Leaves shall be applicable as per GO 735/XVII-5/2020-09(17)2004-TC-1 dated 21-08-2020 as amended thereafter.

4. Responsibilities/obligation of the Law Officer

AB

- The engaged advocate may be required to appear before the Hon'ble High Court or any other Courts for assisting the Government Counsel.
- The engaged advocate shall give written opinion on decided cases handled by her/him, on either implementation or challenging the judgment/order before appropriate forum by filing an appeal with grounds on priority and positively within a week's time according to the nature and emergency of the case.
- The engaged advocate shall inform about the important developments in the case being handled, from time to time, particularly during drafting, filing of papers, dates of hearing etc. He/She shall also furnish periodic statements on the status of the cases being handled by him.
- The engaged advocate shall give advice on files, or opinion on the subject referred to her/him within stipulated period.
- The engaged advocate shall maintain absolute secrecy and confidentiality about the cases of the Directorate.
- If the engaged advocate commits professional misconduct or indulges in any act which is against the professional ethics in connection with any matter concerned with the Directorate, the DG may take steps to lodge complaint with the State Bar Council for appropriate action.

5. Roles and Responsibilities of the Department

- a. The directorate shall provide fully equipped necessary office space.
- b. TA/DA for travel shall be applicable as is entitled to level-10 State Government official.
- c. Leaves shall be allowed as decided by the DG as per rules.
- d. A Committee as formed by the DG shall evaluate the performance of the engaged advocate.

6. General condition of payment of fees

The payment shall be made on a monthly basis (within 15 working days) after the submission of bills through NEFT/RTGS through IFMS/PFMS platform for all invoices raised. The engaged advocate will raise its invoice every month duly accompanied by evidences of services provided. The payment will be subject to TDS as per rules and other statutory deductions applicable as per law.

7. Arbitration

In case of any dispute or difference of any kind between the directorate and the engaged law officer in connection with or relating to the contract, the parties shall make every effort to resolve the same amicably by mutual consultations.

- If the parties fail to resolve their dispute or difference by such mutual consultations within thirty days of commencement of consultations, then either the Authority or the engaged law officer may give notice to the other party of its intention to commence arbitration, as herein after provided. The applicable arbitration procedure will be as per the Arbitration and

AD

Conciliation Act, 1996 of India. In that event, the dispute or difference shall be referred to the sole arbitration of an officer to be appointed by the Director General Health and Family Welfare, Uttarakhand Dehradun as the arbitrator. If the arbitrator to whom the matter is initially referred is transferred or vacates his office or is unable to act for any reason, he / she shall be replaced by another person appointed by the DGMH&FW to act as Arbitrator.

- Work under the contract shall, notwithstanding the existence of any such dispute or difference, continue during arbitration proceedings and no payment due or payable by the directorate shall be withheld on account of such proceedings unless such payments are the direct subject of the arbitration.
- Venue of Arbitration: The venue of arbitration shall be the Director General office at Danda Lakhound, Sahastradhara Road, Dehradun.

8. Termination of engagement

- The engaged advocate may be discontinued at the discretion of the DG at any time during the period of engagement, without assigning any reason and advance notice.

9. Declaration

I..... hereby declare that the information so provided in the application are correct and true to the best of my knowledge and belief and nothing material has been concealed there from.

Place:

Date:

Name and Signature of the advocate

(Complete postal address with mobile number and e-mail ID and Bar Council registration no.)



Curriculum Vitae (CV)

Name of Applicant

Father's Name

Date of birth

Sex

Marital Status

Nationality

Permanent Address

Mobile No.

E-mail Address

Total experience

Registration or Bar council Registration details

12. Educational Qualification

S.N.	Particulars	Name of Board / University	Year of Passing	Certificates attached Y/N
1	2	3	4	5

13. Professional Qualification

S.N.	Particulars	Name of Board / University	Year of Passing	Certificates attached Y/N
1	2	3	4	5

14 **Experience** Experience in carrying out assignments in service laws of state, other applicable law enacted/notified by the Government of Uttarakhand, C.P.C., Cr.P.C, Indian contract Act, limitation Act, Arbitration and conciliation Act, Consumer laws, Labor laws etc. in any government department of Uttarakhand or autonomous organization, institution or PSU in High Court/District Courts/Tribunals.

S.N.	Particulars	Number of assignments (Work order) during last 5 years	Mention the name of Department /Organization	Certificates attached Y/N
1	2	3	4	5

Note- please enclose the certificate of satisfactory work experience under the signature of head of concerned department/organizations

DECLARATION

We hereby declare that the information so provided for empanelment is factually correct.

Date:

Place

Signature of consultant

(Complete postal address with mobile number and email ID)

ANNEXURE-2

Financial bid- for Appointment of Law Officer

Date
Director General, Medical Health and Family Welfare
Directorate of Medical Health and family welfare

Dear Sir/Madam,

Our quotation for above mentioned Services

Sl no	Details	Amount (INR)	In Words
1	Monthly Remuneration	Rs. -----	Rs.....
2	TA/DA Applicable (as is entitled to level-10 state Government Official	As actuals	

Signature of consultant
(Complete postal address with mobile number and email ID)