

SECURITY PRINTING AND MINTING CORPORATION OF INDIA LTD.

Addendum – I

Decisions taken after the Pre-bid meeting held on 08.10.2012

As per Para 3 of RFP Document for empanelment of a Law Firm for Legal Consultancy to SPMCIL, a Pre-bid meeting was held in the conference room at 16th Floor in the Corporate Office. Representatives of interested law firms were present. Shri B.J. Gupta, DGM (IR), Shri Sanjay Maheshwari, DGM (Fin.) and Shri V. Ramulu, Dy. Manager (IR) replied to the queries of the representatives of the law firms. In this regard following amendments are made in the RFP Documents.

1. Para 16 at page 8 of the document has been renamed as "Dispute Resolution through Arbitration" instead of "Force Majeure".
2. Annexure - I has been revised and replaced with Annexure - "A" enclosed to this addendum.
3. Annexure - II has been revised and replaced with Annexure - "B" to this addendum.

EMPANELMENT OF LAW FIRM FOR LEGAL CONSULTANCY TO SPMCIL

1. Name of the Law Firm

1.1 Address

1.2 Phone No.

Fax No.

1.3 E-mail

1.4 PAN No.

Service Tax No.

1.5 Area(s) of Expertise

2. Profile (CEO/Managing Partner of Law Firm)

2.1 Registration No. with State Bar Council

2.2 Year of Passing LLB _____ LLM _____

2.3 Year of Enrollment as an Advocate:

3. Number of Government/PSU/Banks Cases handled in the past: _____

4. Details of 8 Government/PSU/Banks Cases successfully handled:

S.No.	Year of filing of the case	Title of the Case	Issue involved in the case	For whom appeared	Pending /Decided
1					
2					
3					
4					
5					
6					
7					
8					

5. Annual Turnover from legal services (₹ in lacs)

2008-09	2009-10	2010-11

6. RFP and EMD fee details:

Particulars	Amount (in Rs.)	Draft No.	Date	Bank	Branch
RFP					
EMD					

7. Years of experience for the law firm:
 - 1) Supreme Court
 - 2) High Courts
 - 3) Civil Courts
 - 4) Session Courts
 - 5) District Consumer Courts
 - 6) Others if any

8. Name of Govt. Departments/PSUs/Banks where the responding Law Firm is empanelled at present (Give documentary proof).

9. Any other information:

Date:
Place:

Signature of the Authorized Signatory

Name: _____

Seal of the Firm

Annexure - "B"

Name of the Law Firm : _____

RATES PAYABLE FOR LEGAL SERVICES BY SPMCIL

S.No.	Particulars	Amount (in Rs.)	
1	Brief Fee & Drafting of petition a. Supreme Court b. High Court c. Local Courts/ Tribunals		
2	Appearance in Court (Per case per day)	Effective	Non -Effective
	Supreme Court		
	High Courts		
	Local Courts / Tribunals		
3	Outstation Appearance	Daily Fee	
	High Courts		
	Local Courts		
4	Conference Fees (Per Half an Hour)		
5	Monthly Retainership Fee for legal opinion on business related activities, Legal and taxation matters etc./ Drafting of Contracts/Legal Documents/ Vetting of Petitions/ Agreements, MoUs or Tender Documents (from legal angle).		

* Weightage of 24 is given to Retainership.

** Weightage of 2 is given to appearance before Supreme Court, 3 to appearance before High Courts and 5 to appearance before Local Courts/Tribunals (cumulative of effective and non-effective hearing).

*** Weightage of 1 will be given each to Brief Fees and drafting of petitions, outstation appearance and Conference Fees.

a) SPMCIL reserves the right to engage any other legal firms for specific tasks. SPMCIL is not bound to give justification for choosing a particular law firm.

b) Service Tax will be paid extra. However, no clerkage will be paid.

c) Out of pocket expenses will be reimbursed as per actual on production of receipts/ details.

- d) Appeals, revision or petitions arising from one common judgment or order will be considered together as one case, if they are heard together.
- e) No fee will be payable to the Firm, if an advance notice about the adjournment has been issued or the case has been adjourned at his request due to the reasons personal to the advocate.
- f) Where there are two or more cases (but not more than 10 cases) involving substantially identical questions of law or facts, one such case will be treated as the main case and others as connected cases. The fees in such cases will be regulated as provided in succeeding paragraphs.
- g) Full fee would be admissible for appearance in the main case and 50% in each of the connected cases, subject to a maximum of one additional full fees, i.e. not more than twice the amount of full fees in the main case would be admissible irrespective of number of cases.
- h) If substantially identical affidavits, counter affidavits, complaints, written statements, grounds of appeal applications and other pleading are drafted in connected cases, drafting fee will be admissible in the main case and only 50% separate drafting fee per case will be admissible in connected cases.

Date:

Place:

Signature of the Authorized Signatory

Name _____

(SEAL OF THE FIRM)