

NEW DELHI MUNICIPAL COUNCIL
PALIKA KENDRA: NEW DELHI
LAW DEPARTMENT

Sub: Uploading the data at NDMC Official website www.ndmc.gov.in

It has been directed by the Ld. Chief Legal Advisor, the following data are required to be uploaded at NDMC Official Website www.ndmc.gov.in, the details are as follows:-

1. List of Panel Advocate(s).
2. List of Legal Retainer(s).
3. Fee structure of panel Advocate(s).
4. Fee Structure of Legal Retainer(s).
5. Terms & Conditions.

The aforementioned data is enclosed herewith for ready reference. Deputy Director (IT) is hereby requested to get it uploaded the same on NDMC website in a speedy manner.



Additional Law Officer

Deputy Director (IT)
N.D.M.C,
Palika Kendra,
New Delhi

**NEW DELHI MUNICIPAL COUNCIL
PALIKA KENDRA: NEW DELHI
LAW DEPARTMENT**

No. PsR/ 433 /LD/2023

Dated: 03/11/2023

OFFICE ORDER

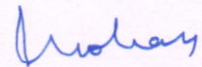
With the approval of the Competent Authority, NDMC the new panel of advocates has been framed with approved fee structure and terms & conditions initially for a period of one year w.e.f. 01.11.2023 to 31.10.2024 or till further order. The earlier office orders issued vide No. 191/LD/2023 dated 10.05.2023 shall be treated as redundant.

The advocates of new panel on NDMC are as follows:-

S. No.	Name of Advocate	Designation
1.	Ms. Kanika Agnihotri	Standing Counsel
2.	Sh. Sriharsha Peechara	Standing Counsel
3.	Ms. Zubeda Begum	Standing Counsel
4.	Sh. V. N. Raghupathy	Advocate on Record/ Additional Standing Counsel
5.	Sh. Yoginder Handoo	Advocate on Record/ Additional Standing Counsel
6.	Sh. Akshay Verma	Advocate on Record/ Additional Standing Counsel
7.	Sh. Nilesh Sawhney	Standing Counsel (District Court)
8.	Sh. Vipul Ganda	Additional Standing Counsel
9.	Sh. Ashish Tiwari	Additional Standing Counsel
10.	Ms. Pooja Kalra	Additional Standing Counsel
11.	Sh. Vaibhav Agnihotri	Additional Standing Counsel
12.	Ms. Sakshi Popli	Additional Standing Counsel (NGT)
13.	Sh. Bhupendra Pratap Singh	Additional Standing Counsel
14.	Ms. Kanika Singh	Additional Standing Counsel
15.	Sh. Sanjay Sharma	Additional Standing Counsel/ Senior Municipal Counsel
16.	Sh. Vivek Narain	Additional Standing Counsel
17.	Ms. Sriparna Chatterjee	Additional Standing Counsel
18.	Sh. Virender Thakur	Additional Standing Counsel
19.	Sh. Raghuinder Varma	Additional Standing Counsel
20.	Sh. Sanjeev Sabharwal	Additional Standing Counsel
21.	Sh. Sanjay Gupta	Additional Standing Counsel
22.	Sh. Arvind Kumar Sharma	Additional Standing Counsel
23.	Ms. Rashmi Chopra	Additional Standing Counsel (CAT)

24.	Sh. Sunder Khatri	Additional Standing Counsel
25.	Sh. Sujit Kumar Singh	Additional Standing Counsel
26.	Sh. Amit Saxena	Additional Standing Counsel
27.	Sh. Raj Kumar	Additional Standing Counsel
28.	Sh. R Vasanth	Additional Standing Counsel
29.	Sh. Tarun Chandiok	Additional Standing Counsel
30.	Sh. Neeraj Kumar	Additional Standing Counsel
31.	Sh. Durga Dutt	Additional Standing Counsel
32.	Sh. Sukrit Seth	Additional Standing Counsel
33.	Sh. Amit Sinha	Additional Standing Counsel
34.	Sh. Chetanya Singh	Additional Standing Counsel
35.	Sh. Vikrant Pachnanda	Assistant Standing Counsel
36.	Sh. Nirvikar Verma	Assistant Standing Counsel
37.	Sh. Tushar Sannu	Assistant Standing Counsel
38.	Ms. Devika Mohan	Assistant Standing Counsel
39.	Sh. Mananjay Kumar Mishra	Assistant Standing Counsel
40.	Sh. Aditya Vikram Singh	Assistant Standing Counsel
41.	Sh. Ashim Sridhar	Assistant Standing Counsel (CAT)
42.	Sh. Abhishek Singh	Assistant Standing Counsel
43.	Ms. Ankita Sarangi	Assistant Standing Counsel
44.	Sh. Sanjeev Chopra	Assistant Standing Counsel
45.	Sh. Mayank Bamniyal	Assistant Standing Counsel
46.	Sh. Raghavendra Upadhyay	Assistant Standing Counsel
47.	Sh. Dhruv Mohan	Assistant Standing Counsel
48.	Sh. Asheesh Kumar Mishra	Assistant Standing Counsel
49.	Sh. Kapil Dutta	Assistant Standing Counsel
50.	Ms. Rashmi Singhania	Assistant Standing Counsel
51.	Ms. Deeksha Ladi Kakar	Assistant Standing Counsel
52.	Sh. Ravi Krishan Chandna	Assistant Standing Counsel
53.	Ms. Mehak Nakra	Assistant Standing Counsel
54.	Sh. Anuj Chaturvedi	Assistant Standing Counsel
55.	Sh. Anirudh Sharma	Assistant Standing Counsel
56.	Sh. Siddharth Nayak	Assistant Standing Counsel
57.	Sh. Akshay Amritanshu	Assistant Standing Counsel
58.	Sh. Sarthak Karol	Assistant Standing Counsel
59.	Sh. Jasman Singh Sethi	Senior Municipal Counsel
60.	Ms. Vandana Sharma	Senior Municipal Counsel

61.	Sh. Sanjay Kumar Yadav	Municipal Counsel
62.	Sh. Sachin Kaushik	Municipal Counsel
63.	Sh. Paritosh Anil	Municipal Counsel
64.	Sh. Raghav Alok	Municipal Counsel
65.	Ms. Purnima Jain	Municipal Counsel
66.	Sh. Prateek Sharma	Municipal Counsel
67.	Ms. Ritu Kumari Chaubey	Municipal Counsel (Court of Assistant Labour Commissioner, New Delhi)
68.	Sh. Baljeet Kumar	Municipal Counsel
69.	Sh. Abhishek Verma	Municipal Counsel
70.	Ms. Jyoti	Municipal Counsel
71.	Sh. Mukesh Kumar Tripathi	Municipal Counsel
72.	Ms. Arushi Tiku	Municipal Counsel
73.	Ms. Payal	Municipal Counsel
74.	Ms. Samridhi	Municipal Counsel
75.	Sh. Shashi Pratap Singh	Municipal Counsel
76.	Sh. Yugansh Mittal	Municipal Counsel
77.	Ms. Kritika Bhardwaj	Municipal Counsel
78.	Sh. Manoj Kumar	Municipal Counsel
79.	Sh. Shivanshu Bhardwaj	Municipal Counsel
80.	Sh. Kaushal Jeet Kait	Municipal Counsel



(CHANDER MOHAN)
ADDITIONAL LAW OFFICER

Copy to:-

1. All Concerned Advocate

Copy to for information:-

2. PS to Chairman
3. PS to Secretary
4. PA to Financial Advisor
5. Director (Accounts)
6. P A to Director (Law)
7. AAO(Law)
8. AAO(Accounts)
9. Office Copy

**NEW DELHI MUNICIPAL COUNCIL
PALIKA KENDRA: NEW DELHI
LAW DEPARTMENT**

No. PsR/ 434 /LD/2023

Dated: 03/11/2023

OFFICE ORDER

With the approval of the Competent Authority, NDMC, the new panel of Advocate of Legal Retainer has been framed with approved fee structure and terms & conditions, initially for a period of one year w.e.f. 02.11.2023 to 01.11.2024 or till further order. The earlier office orders issued vide No. 191/LD/2023 dated 10.05.2023 shall be treated as redundant.

The Legal Retainer of new panel on NDMC are as follows:-

1	Sh. Yogesh Sharma	Legal Retainer
2	Sh. Love Deep Gaur	Legal Retainer
3	Sh. Ishaan Sharma	Legal Retainer
4	Sh. Ankit	Legal Retainer
5	Sh. Anurag Malik	Legal Retainer
6	Ms. G. Priydarshini	Legal Retainer
7	Sh. Kaushalendra Vikram	Legal Retainer
8	Ms. Nimisha Menon	Legal Retainer
9	Sh. Shrey Gupta	Legal Retainer
10	Sh. Vikas	Legal Retainer
11	Ms. Swati Tokas	Legal Retainer
12	Ms. Shilpa Ohri	Legal Retainer
13	Ms. Swati	Legal Retainer
14	Sh. Himanshu Singhroha	Legal Retainer
15	Ms. Dipti Sareen	Legal Retainer
16	Sh. Gurjass Singh Puri	Legal Retainer
17	Sh. Nikhil Kumar Singh	Legal Retainer


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**NEW DELHI MUNICIPAL COUNCIL
PALIKA KENDRA: NEW DELHI
LAW DEPARTMENT**

No. PsR/ 435 /LD/2023

Dated: 03/11/2023

OFFICE ORDER

With the approval of the Competent Authority, the new fee structure of new panel of Advocates on NDMC has been framed, initially for a period of one year w.e.f 01.11.2023 to 31.10.2024 or till further order. The earlier office order issued vide No. PsR-68/LD/2021 dated 25.02.2022 shall be treated as redundant.

The new fee structure of new panel on NDMC are as follows:-

1. STANDING COUNSEL

S.No.	Type of Fee	High Court	District/Lower Court
1	Monthly Remuneration	₹ 25,000/-	₹ 15,000/-
2	Fee per Effective hearing	₹ 9,000/-	₹ 7,500/-
3	Fee per Non-Effective hearing	₹ 1,500/-	₹ 1,200/-
4	Fee for Drafting of appeal/writ petition/counter affidavit/rejoinder etc. etc.	₹ 4,500/- per case	₹ 4,500/- per case
5	Fee for drawing written submission	₹ 4,500/- per case	₹ 4,500/- per case

2. ADVOCATE ON RECORD (For appearance before the Hon'ble Supreme Court of India)

S.No.	Type of Fee	Amount
1	Monthly Remuneration	₹ NIL
2	Fee per Effective hearing	₹ 11,000/-
3	Fee per Non-Effective hearing	₹ 1,800/-
4	Fee for Drafting of appeal/writ petition/counter affidavit/rejoinder etc. etc.	₹ 7,500/- per case
5	Fee for drawing written submission	₹ 7,500/- per case

* This payment is for appearance before Hon'ble Supreme Court of India. In

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case any AOR appears before Hon'ble High Court of Delhi as Additional Standing Counsel then he will be paid as per fee schedule of Additional Standing Counsel

3. ADDITIONAL STANDING COUNSEL

S.No.	Type of Fee	Amount
1	Monthly Remuneration	₹ NIL
2	Fee per Effective hearing	₹ 7,500/-
3	Fee per Non-Effective hearing	₹ 1,200/-
4	Fee for Drafting of appeal/writ petition/counter affidavit/rejoinder etc. etc.	₹4,500/- per case
5	Fee for drawing written submission	₹4,500/- per case

4. ASSISTANT STANDING COUNSEL

S.No.	Type of Fee	Amount
1	Monthly Remuneration	₹ NIL
2	Fee per Effective hearing	₹ 5,000/-
3	Fee per Non-Effective hearing	₹ 800/-
4	Fee for Drafting of appeal/writ petition/counter affidavit/rejoinder etc. etc.	₹4,500/- per case
5	Fee for drawing written submission	₹4,500/- per case

5. SENIOR MUNICIPAL COUNSEL

S.No.	Type of Fee	Amount
1	Monthly Remuneration	₹ NIL
2	Fee per Effective hearing	₹ 3,300/-
3	Fee per Non-Effective hearing	₹ 600/-
4	Fee for Drafting of appeal/writ petition/counter affidavit/rejoinder etc. etc.	₹4,500/- per case
5	Fee for drawing written submission	₹4,500/- per case

6. MUNICIPAL COUNSEL

S.No.	Type of Fee	Amount
1	Monthly Remuneration	₹ NIL
2	Fee per Effective hearing	₹ 2,200/-
3	Fee per Non-Effective hearing	₹ 400/-
4	Fee for Drafting of appeal/writ petition/counter affidavit/rejoinder etc. etc.	₹4,500/- per case
5	Fee for drawing written submission	₹4,500/- per case



(CHANDER MOHAN)
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**NEW DELHI MUNICIPAL COUNCIL
PALIKA KENDRA: NEW DELHI
LAW DEPARTMENT**

No. PsR/ 436A /LD/2023

Dated: 03/11/2023

OFFICE ORDER

In partial modification to office order No. PsR/436/LD/2023 with the approval of the Competent Authority, the new fee structure of Legal Retainer(s) for new panel of Advocates on NDMC has been framed, initially for a period of one year w.e.f 02.11.2023 to 01.11.2024 or till further order. The earlier office order issued vide No. PsR-68/LD/2021 dated 25.02.2022 shall be treated as redundant.

The new fee structure of Legal Retainer(s) on new panel on NDMC is as follows:-

1 . LEGAL RETAINER

S.No.	Type of Fee	Amount
1	Retainership Fees	₹ 20,000/- (Fixed per month)

The legal Retainer shall get a certificate from the concerned department regarding his/her attendance/assistance/performance. Further, no monthly remuneration shall be paid to any legal retainer if aforesaid criteria are not complied with.


(CHANDER MOHAN)

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**NEW DELHI MUNICIPAL COUNCIL
PALIKA KENDRA: NEW DELHI
LAW DEPARTMENT**

No. PsR/439-A/LD/2023

Dated: 07/11/2023

TERMS AND CONDITIONS OF PANEL ADVOCATE(S)

Terms & conditions for all the category of advocate i.e. Standing Counsel, Advocate on Record, Additional Standing Counsel, Assistant Standing Counsel, Senior Municipal Counsel, Municipal Counsel and Legal Retainer who are empanelled on NDMC are as under:-

1. Terms of Engagement

- (i) Engagement:- The terms of engagement of the Standing Counsel, Advocate on Record, Additional Standing Counsel, Assistant Standing Counsel, Senior Municipal Counsel and Municipal Counsel would be for a period of one year w.e.f. 01.11.2023 to 31.10.2024 or until further order. The term may be extended at the discretion of NDMC.
- (ii) Termination: The engagement of Standing Counsel, Advocate on Record, Additional Standing Counsel, Assistant Standing Counsel, Senior Municipal Counsel, Municipal Counsel and Legal Retainer would be terminable at any time without assigning any reason.

2. Headquarters of the Standing Counsel, Advocate on Record, Additional Standing Counsel, Assistant Standing Counsel, Senior Municipal Counsel, Municipal Counsel and Legal Retainer:-

Headquarters at New Delhi/Delhi:- The Standing Counsel, Advocate on Record, Additional Standing Counsel, Assistant Standing Counsel, Senior Municipal Counsel, Municipal Counsel and Legal Retainer shall locate their Headquarters during the period of their engagement at New Delhi/Delhi.

3. Duties

The duties of Standing Counsel, Advocate on Record, Additional Standing Counsel, Assistant Standing Counsel, Senior Municipal Counsel, Municipal Counsel and Legal Retainer shall:

- (i) Appear in the Hon'ble Supreme Court of India/High Court of Delhi / District Court in the cases marked to them by the NDMC.
- (ii) if so required appear in the High Courts, Tribunals, Commissions of Inquiry before the arbitrators/ Umpires, Judicial or quasi-judicial authorities, etc.
- (iii) render all assistance to the Law Officers of the Government of India, if required to do so, who may be engaged by the NDMC in a particular case before the Hon'ble Supreme Court, High Court, Tribunal, Commission of Inquiry, before the Arbitrator/Umpires, etc.
- (iv) keep the CLA, NDMC informed of the important developments in the case from time to time, particularly, in cases where stay orders have been given by the court, date of



hearing of the case(s), filing of affidavit(s)/counter-affidavit(s) and ensure timely filing of reply on behalf of NDMC before Hon'ble Court(s)/Forum(s).

- (v) give opinion regarding the feasibility of filing an appeal/review/curative petition/ appropriate application against any decision against the NDMC and or its officers which has been attended by them.
- (vi) render such advice/opinion as may be asked for from him/her with regard to any pending matter or any other matter involving legal question.
- (vii) furnish to Law Department, NDMC periodical statement and report/returns which may be called for by the Law Department from time to time in soft copy also.
- (viii) perform such other duties of legal nature which may be assigned to him/her by the NDMC from time to time.

4. Clerkage

The Standing Counsel, Advocate on Record, Additional Standing Counsel, Assistant Standing Counsel, Senior Municipal Counsel, Municipal Counsel and Legal Retainer will not be entitled to any clerkage on the amount of fee payable to them.

5. Right to private practice and restriction

- (i) Standing Counsel, Advocate on Record, Additional Standing Counsel, Assistant Standing Counsel, Senior Municipal Counsel, Municipal Counsel and Legal Retainer will have the right to private practice which should not, however, interfere with the efficient discharge of his/her duties as a Standing Counsel, Advocate on Record, Additional Standing Counsel, Assistant Standing Counsel, Senior Municipal Counsel, Municipal Counsel and Legal Retainer.
- (ii) A Standing Counsel, Advocate on Record, Additional Standing Counsel, Assistant Standing Counsel, Senior Municipal Counsel, Municipal Counsel and Legal Retainer shall not advise any party in or accept any case against the NDMC in which he has appeared or is likely to be called upon to appear for or advice or which is likely to affect or lead to litigation against the NDMC.
- (iii) if Standing Counsel, Advocate on Record, Additional Standing Counsel, Assistant Standing Counsel, Senior Municipal Counsel, Municipal Counsel and Legal Retainer happens to be partner of a firm of lawyers or solicitors it will be incumbent on the firm not to take up any case against the NDMC in any court of India or any related matter.

6. General

- (i) The terms & conditions will have the following meaning:-
 - (a) **Effective hearing:** A hearing in which either one or both of the parties involved in a case are heard/ part heard by the Court.
 - (b) **Non-Effective hearing:** Following hearing shall be inclusive in non-effective hearing:-
 - If the case is mentioned and adjourned or when the matter is adjourned by moving an adjournment slip.



- When the court is not assembled.
- When the court is on leave.
- When the matter is adjourned by the Joint Registrar for completion of pleading.
- When the matter is merely re-notified without any hearing.
- When merely time is sought to file counter affidavit, reply etc. etc.
- When only judgment is delivered by the court.
- When the matter is adjourned for awaiting the judgment of the Apex Court.
- When the matter gets adjourned as no time left for hearing.
- When the matter is adjourned on the request of any/either party.
- When the matter does not reach for hearing.

If any dispute arises on the issue of Effective or Non-Effective hearing, decision of Chief Legal Advisor shall be final.

- c) **Identical/Batch Cases :-** Two or more cases in which substantial identical questions of law or facts are involved etc. and where the main difference is in the names, addressed of the parties concerned, amount of money involved etc. Where the common or identical judgment are delivered irrespective of the fact whether all the cases are heard together or not. In this context it is made clear that only fees (effective / non-effective) for one appearance will be payable out of ten hearings / appearances as per new approved fee structure.
- d) **Retainership Fee** for the Vacation month of the Court(s) is payable only subject to the proof of attending court proceedings.
- (ii) in all cases, effective appearance/hearing is necessary of the Standing Counsel, Advocate on Record, Additional Standing Counsel, Assistant Standing Counsel, Senior Municipal Counsel and Municipal Counsel to claim fee.
- (iii) No fee will be admissible for preparation of any case but the NDMC may consider payment of a separate fee for preparation in special cases involving arduous work. Fee will be payable only providing signed copy of drafting/pleading along with the bill.
- (iv) SLP/Petition(s) of appeal arising from one common judgment or order will be together considered as one case, if they are heard together.
- (v) The fee to the Standing Counsel, Advocate on Record, Additional Standing Counsel, Assistant Standing Counsel, Senior Municipal Counsel, Municipal Counsel and Legal Retainer will be paid by the NDMC on presentation of duly signed pre-receipted stamped bill in triplicate and on submission of a copy of pleading settled, if it is a settling of pleading, and submission of minutes or gist of proceedings on the docket or on the body of brief, if it is brief for hearing, the Standing Counsel, Advocate on Record, Additional Standing Counsel, Assistant Standing Counsel, Senior Municipal Counsel, Municipal Counsel and Legal Retainer shall submit their fee bill within three months from the date of which the fee has accrued.
- (vi) Panel Advocate(s) are advised to submit their fee bills every month to avoid delay in making payment to them.
- (vii) For any other work not covered under the proposal, the panel lawyer will be paid fees as determined by the Chief Legal Advisor.



- (viii) if Counsel's appearance is not marked in copy of order, it should be got verified by the concerned counsel through the prescribed court procedure, if any/ else verified by the concerned Department.
- (ix) in the matter where the part payment has already been made as per the previous fee structure, the new fee structure shall be applicable from the day of its approval. The fee already paid shall be synchronized with the present stage/ hearing of case. Panel Advocate(s) shall be paid the amount for the stage at which the case shall be at the time of coming into force of the new fee structure.
- (x) Take the briefing of the case with concerned HOD.
- (xi) To ensure that no case goes unattended.
- (xii) The Standing Counsel, Advocate on Record, Additional Standing Counsel, Assistant Standing Counsel, Senior Municipal Counsel, Municipal Counsel and Legal Retainer shall use e-litigation software of the NDMC to communicate developments of the cases.
- (xiii) No Proxy Advocate fee shall be paid to any Panel Advocate(s).

Terms & Conditions of Legal Retainer(s)

1. The Terms of engagement of Legal Retainer(s) would be for a period of one year w.e.f. 02.11.2023 to 01.11.2024 or till further order.
2. The remuneration payable to the Legal Retainer shall be consolidated to an amount of Rs. 20,000/- per month subject to condition that he/she will be available in NDMC office in the respective department assigned to him/her from 2.00 O.M. to 5:30 P.M. during official working hours.
3. Legal retainers will monitor court cases of the department assigned to them. Besides monitoring the court cases, they will provide necessary guidance, including drafting of the comments, on diverse court matters as also other matters, as may be specifically assigned.
4. Legal Retainers will assist Officer(s) of Law Department, Additional Standing Counsel(s) and Assistant Standing Counsel (s) as and when required.
5. There will be quarterly assessments of performance of Legal Retainer(s). In case of non satisfactory report from the concerned department of Legal Retainer(s), they will be removed in accordance with Law by the Chief Legal Advisor, NDMC.
6. The Legal Retainer(s) shall get a Performance Certificate from the concerned department regarding his/her attendance/assistance/performance on monthly basis.

Prakash