

Letter No: JRGB/HO/2024-25/23

Date: 21.06.2024

Notice Inviting applications for empanelment of Advocates in
Jharkhand Rajya Gramin Bank
Website: www.jrjb.in

Last date for submission of Application	11.07.2024
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A. INTRODUCTION: Jharkhand Rajya Gramin Bank (JRGB), a Regional Rural Bank sponsored by State Bank of India with Head office at Ranchi (Jharkhand) came into existence on 01.04.2019 post amalgamation of the two erstwhile Gramin Banks- Jharkhand Gramin Bank and Vananchal Gramin Bank. The bank has a network of 446 (including service branch) Branches and 8 Regional offices across 24 districts of Jharkhand.

The Bank being in financial business and advancement of loans requires NEC/Title Clearance Report in respect of properties charged /mortgaged. Further, the Bank has to face litigations in various Courts/tribunals/District Commission etc. Thus, the Bank in its endeavour to conduct the litigations and for NEC related work, is looking to engage experienced, proficient and result oriented Advocates for its various Branches/Regional Offices and Head office in order to avail their professional services at District/other appropriate level.

Empanelment of Advocates will be done District wise within a particular Region of the Bank. As such, an Advocate has to apply for only one District Court under the Region. The empanelled Advocate may be entrusted with all or any of the following categories of work:

1. For obtaining NEC and other work at District/other level.
2. For Court cases pertaining to District Court/district consumer Disputes redressal forum/other forums
3. State consumer Disputes redressal forum
4. For cases pertaining to High Court.
5. For cases pertaining to other Judicial/Quasi-Judicial *fora*

B. ELIGIBILITY/CRITERIA FOR EMPANELMENT:

1. Qualifications-

Essential

- i. The Advocate shall possess a degree in law from university recognised by the Bar Council of India and enrolled with the respective Bar Council of State.
- ii. The Advocate shall have a minimum 5 years of standing practice at the Bar.
- iii. The applicant should be a practicing Advocate in the Court placed in the region for which he/she is applying.

- iv. The Advocate should have expertise in-
 - Documentation, title search, Banking Laws
 - Recovery litigation before Courts including SARFAESI Act
 - Consumer forum cases
 - Criminal Complaints, Complaints U/s 138 of NI Act.
 - Service matter in reference to Banking Sector for High Court Cases (applicable for High Court Advocates only).
- v. The advocate should be of undoubted legal acumen and unblemished integrity and not been depanelled from any other Bank/Financial institution.

Desirable

- i. Length of practice and specialization in the area of law beneficial to the Bank.
- ii. Empanelment with other Banks including erstwhile Banks/SBI/FIs/PSUs/Central/State Governments, etc.
- iii. Proper and adequate infrastructure such as Land Line phone, independent office space, internet connection, number of junior advocates attached, clerks, etc.

C. FORMAT AND SUBMISSION OF APPLICATION:

The willing Advocates who meet the aforesaid criteria and agree to abide by the terms and conditions contained herein or contained in various policies of the Bank/RBI etc. or as may be amended/added from time to time should furnish information as per Annexure-B of this advertisement. Applicant should comprehensively describe his/her experience. Any additional detail which may desire to provide, be sent as an annexure along with the application.

The application strictly in the aforesaid format should be typed on A4 size paper, securely bound with all the enclosures mentioned therein in serial order. All pages of the application should bear the signature and rubber stamp of the applicant. Any interlineations, erases or overwriting shall be valid only if the applicant signs and authenticates them.

The duly filled application form along with self-attested copy of the requisite documents should be sent in 2 copies (1 original +1 self-attested photocopy) sealed envelope super scribed as: **“Application for empanelment in Bank’s Panel of Advocates”** by post/hand delivery under acknowledgement to the concerned Regional office (listed in Annexure-A) of the area where the Advocate practices and for High Court advocates to the Head office, so as to reach the concerned office on or before **11.07.2024 by 4 PM**. Please note that any other mode of application will not be entertained.

It is advisable that the applicant should send his /her application well before the last date.

Applications received after the specified date i.e. **11.07.2024 by 4 PM** will not be entertained at all. Request for extension of date for submission of application will not be entertained. However, the Bank at its discretion may extend the deadline if felt necessary, which will be notified on the Bank's website.

D. PROCEDURE FOR EMPANELMENT:

- i. The application received by the specified date will be scrutinized by the respective Regional Offices/Branch to determine if they meet eligibility criteria/terms and conditions mentioned in this advertisement including its subsequent amendment(s), if any, and whether the applications are complete in all respects. Applications relating to High Court shall be sent directly to the Head office.
- ii. On scrutiny, any application not found in desired format/not supported with copy of self-attested documents/illegible/incomplete/not containing clear information, or failing to fulfil the relevant requirements, will be rejected for further evaluation process at the sole discretion of the Bank.
- iii. The applications will be scrutinized by the Bank purely on merit and after conducting due diligence, the applications which are complete in all aspects and in conformity with the requirements of the Bank as per the Policy, shall be considered.
- iv. Only those applicants will be informed by the Bank whose applications are shortlisted for empanelment. The applicants who are not shortlisted for empanelment will not be informed by the Bank. Further, such applicants will not be provided with information about comparative position of their applications with that of others.
- v. Empanelment shall be at the sole and absolute discretion of the Bank and mere application for empanelment would not confer any right for empanelment and no correspondence whatsoever from the applicants will be entertained as to the fate of empanelment.
- vi. The Bank reserves the right, at any time, to waive any of the requirements of this request for empanelment if it is deemed in the interest of the Bank.
- vii. Bank reserves its right to limit number of Advocates to be empanelled for any/all district. It is at the sole discretion of the Bank to empanel any number of Advocates as per its requirement.
- viii. If deemed necessary, the Bank may seek clarifications on any aspect of application from the applicant. The Bank may also make enquiries from various sources to verify the past performance of the applicant and the applicants shall be deemed to have no objection to any such enquiries.
- ix. While considering the applications, preference (subject to Bank's Policy) may be given to the Advocates who were previously empanelled in the erstwhile Banks i.e. Jharkhand Gramin Bank and Vananchal Gramin Bank.
- x. Empanelment with SBI/other Banks/FIs/PSUs/central/State Government, etc. may be an added advantage. Further, the advocate should not have been black-listed/removed from panel by any organisation.

- xi. The Bank at its sole discretion, if required, may call the applicant for interaction/presentation before the Appropriate Authority before short listing through physical or digital mode. The applicants will have to bear their own costs for such interaction/presentation. The Bank's decision in this regard will be final.

E. TENURE OF EMPANELMENT:

- i. The list of empanelled Advocate(s) shall be subject to annual review of their performance by the Bank and accordingly the same may be renewed from time to time.
- ii. In case any court matter is pending with any panel advocate for disposal by any Court and his term is not renewed, Advocate concern should handle the said court matter till the disposal by the respective Court or withdrawn by the Bank for entrusting to other advocate and return the case file to Bank.
- iii. Bank reserves the right to terminate the empanelment of any Advocate at any time without assigning any reason.

F. DUTIES AND RESPONSIBILITIES OF PANEL ADVOCATES IN RESPECT OF LITIGATION/TITLE SEARCH ETC.:

- I. The Advocate will neither appear against the bank nor advise against the bank till he remains on panel of Bank.
- II. The Advocate shall be willing to undertake bank's legal work on bank's terms and condition.
- III. The Advocate shall be paid as per bank's schedule of fees and he shall not demand/charge legal fee in excess of the bank's schedule of fees.
- IV. The Advocate shall not be entitled to claim any retainer fee.
- V. The Advocate shall not be entitled to claim junior's fee in any suit/case.
- VI. The Advocate shall not charge for Oral advice on routine banking matters as & when referred to him by the Bank.
- VII. The Advocate shall ensure that execution proceedings are initiated expeditiously after obtaining decree.
- VIII. Under no circumstances the Advocate should use any legend containing the bank's name as symbol or logo in his/her letter heads, sign boards, name plates etc.
- IX. Inclusion of the Advocate name in the panel or engaging him as a counsel in any of bank's litigation does not constitute appointment or right of appointment to the bank.
- X. Inclusion of the Advocate name in the panel does not guarantee engaging him as a counsel in banks cases. Bank is free to engage any advocate of its choice.
- XI. The Advocate shall act in the interest of bank and he shall not divulge any information detrimental to bank's interest to any party including any third party.
- XII. That in case of the Advocate engagement by bank/branch to obtain search & title verification certificate/report the Advocate have to submit a memorandum of understanding in the bank's proforma. This is required to be submitted only once and not with every search report.

- XIII. The Advocate will keep Bank informed about the developments in the matters entrusted to him.
- XIV. The Bank may at any time at its discretion, withdraw from the Advocate any proceeding/matter and may discontinue him as Bank's advocate without assigning any reason thereof and without paying any future fee.
- XV. Unless a case is specifically assigned to the Advocate by the bank, the Advocate will not on his own receive summons/notices of the bank's matters and even if he receives such summons/notices he shall not otherwise deal with such cases without bank's approval. The Advocate may however immediately inform the bank regarding such notices.
- XVI. The Advocate shall be responsible for the proper custody of the papers, documents, title deeds and other instruments pertaining to the property entrusted to him and shall be responsible and liable for any loss or damage caused to the Bank resulting from the loss, destruction and damages to such papers, documents, deeds, instruments, etc.
- XVII. Any misconduct by the Advocate in their professional capacity will render his empanelment cancelled and he shall be liable for the loss suffered by the Bank due to his acts and omissions.
- XVIII. That cases of false, wrong, misleading and fraudulent information, which could have been noticed or detected with general prudence, will be treated as accessory to defraud the Bank and it shall be completely lawful for the Bank not only to lodge complaint before the respective Bar Councils but also before the law enforcing agencies.
- XIX. That the Advocates opinion/certification would be an input for the Bank's decision making. Therefore, in the event the opinion/certification turns out to be untrue and factually incorrect causing loss to the bank, the Bank may seek such clarifications as may be required to investigate the matter and fix the responsibility. In the event it is established that there was gross negligence on the Advocate's part or he had colluded with the customer in causing pecuniary damage/loss to the bank, the bank may recommend his name for including in the caution list being maintained by the INDIAN BANKS' ASSOCIATION (IBA) for circulation amongst member banks.
- XX. The above listed duties are only indicative in nature and not exhaustive.

G. GENERAL TERMS AND CONDITIONS:

- i. Application for empanelment does not confer any right/assurance whatsoever, to an applicant that he/she will be empanelled on the Bank's Panel.
- ii. The Bank reserves its rights to modify any part of this advertisement at any time till the last date for receipt of application. Such change(s)/modification(s), if any, may be in the form of an addendum/corrigendum and will be uploaded on Bank's website. All such change(s) will automatically become part of this advertisement and be binding on all applicants. Interested applicants are advised to regularly refer the Bank's website.

- iii. Approval in Bank's panel of Advocates does not amount to an appointment or right for an appointment and Bank is free to engage any Advocate of its choice and the empanelled Advocate cannot claim to be entrusted with Bank's Work.
- iv. The Advocates empanelled shall maintain absolute secrecy and confidentiality about the cases of the Bank and other matters entrusted to them.
- v. The empanelled Advocate has to accept all the work assigned to him/her and he/she cannot refuse to accept any assignment entrusted to him/her. Refusal by any Advocate to accept any work otherwise than on the ground of conflict of interest, may entail removal of such advocate from Bank's panel.
- vi. Wilful misrepresentation of any fact in the application will lead to the disqualification of the applicant without prejudice to other legal actions that Bank may take.
- vii. Bank reserves the right to accept or reject any application received without assigning any reason thereof whatsoever shall arise from the application process.
- viii. Any efforts on the part of applicant to influence empanelment process may result in rejection of the application.
- ix. Bank will not be responsible for non-receipt of applications within the specified date due to any reason including postal delays or holidays in between.
- x. Bank shall have the right to cancel the empanelment process itself at any time, without thereby incurring any liabilities to the affected applicants.
- xi. Submission of application is evidence of an applicant's consent to comply with the terms and conditions of empanelment process. If an applicant/Advocate fails to comply with any of the aforementioned terms and conditions, his application/empanelment may be summarily rejected.

H. FEE STRUCTURE:

The schedule of fees and charges payable to Advocates shall be as per Bank's extant guidelines issued from time to time.

I. DISCLAIMER:

Bank is not committed either contractually or in any other way to the applicants whose applications are accepted. The issue of this request for Application does not commit or otherwise oblige Bank to proceed with any part or steps of the process.

Note:

- 1. The bank reserves the right to reject any application for empanelment without obligation.**
- 2. Any notice published in the official website of the Bank i.e. www.jrgbank.in shall be deemed to be a valid notice for all purposes.**
- 3. All disputes are subject to Ranchi Jurisdiction only.**
- 4. SBI emapnnled advocates and JRGB empanelled advocates should also apply afresh under this advertisement.**

s/d
General Manager

Annexure-A

Address of Regional Offices and Head office for Submission of Application

REGION	CONTACT NO.	ADDRESS	DISTRICTS COVERED
RANCHI (I)	9709609454	JHARKHAND RAJYA GRAMIN BANK, REGIONAL OFFICE-I, RANCI SAMRIDHI COMPLEX, FIRST FLOOR, SOUTH OFFICE PARA, NEAR ST. XAVIER SCHOOL, DORANDA, RANCHI-834002 (JHARKHAND) E-MAIL- <i>roranchi@jrjb.in</i>	RANCHI & KHUNTI
SINGHBHUM(II)	RABINDRA KUMAR(SM-BUSINESS) MOB. NO.- 7909023766	JHARKHAND RAJYA GRAMIN BANK, REGIONAL OFFICE-II, 2ND FLOOR, ARCHANA TOWER, DIMNA ROAD MANGO, JAMSHEDPUR, EAST SINGHBHUM - 831012 (JHARKHAND) E-MAIL- <i>rosinghbhum@jrjb.in</i>	WEST SINGHBHUM, EAST SINGHBHUM, SARAIKELA
GUMLA (III)	9852302331	JHARKHAND RAJYA GRAMIN BANK, REGIONAL OFFICE-III, JASHPUR ROAD, BARAIK MOHALA, GUMLA -835207, (JHARKHAND) E-MAIL- <i>rogumla@jrjb.in</i>	GUMLA, LOHARDAGA, LATEHAR, SIMDEGA
PALAMU (IV)	9801325574 (SM Admin)	JHARKHAND RAJYA GRAMIN BANK, REGIONAL OFFICE-IV, CHURCH ROAD , DALTONGANJ, PALAMAU-822101 (JHARKHAND) , E-MAIL - <i>ropalamu@jrjb.in</i>	PALAMU & GARHWA
HAZARIBAGH (V)	7004573861	JHARKHAND RAJYA GRAMIN BANK, REGIONAL OFFICE-V, GURU BABBAN COMPLEX, SHIV MANDIR CHOWK, KORRA, DIST. – HAZARIBAGH-825301, (JHARKHAND) E-MAIL- <i>rohazaribagh@jrjb.in</i>	HAZARIBAGH, KODERMA, CHATRA, RAMGARH

GIRIDIH (VI)	9471569090	JHARKHAND RAJYA GRAMIN BANK, REGIONAL OFFICE-VI, NEAR VISHWANATH TEMPLE, BARGANDA, GIRIDIH -815301 (JHARKHAND) E-MAIL- <i>rogiridih@jrjb.in</i>	GIRIDIH, BOKARO, DHANBAD
DEOGHAR (VII)	KUMUD KUMAR KUMUD (SENIOR MANAGER) MOBILE NO- 9431310251	JHARKHAND RAJYA GRAMIN BANK, REGIONAL OFFICE-VII, NAND GANGA BHAWAN, PANDIT SUNDARLAL MISHRA ROAD, NEAR GEETA DEVI D.A.V SCHOOL CASTER TOWN , DEOGHAR-814112 (JHARKHAND) , E-MAIL- <i>rodeoghar@jrjb.in</i>	DEOGHAR, DUMKA, JAMTARA
GODDA (VIII)	9798991094	JHARKHAND RAJYA GRAMIN BANK, REGIONAL OFFICE-VIII, GULZARBAGH, GODDA-814133(JHARKHAND) E-MAIL – <i>rogodda@jrjb.in</i>	GODDA, PAKUR, SAHIBGANJ

<u>Head Office</u>	9386818080	Jharkhand Rajya Gramin Bank, Head Office, 3rd floor Market Complex, Zila Parishad office Premises, Kutchery Road, Ranchi-834001 E-MAIL- <i>holaw@jrjb.in</i>	FOR HIGH COURT ADVOCATES
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FORMAT FOR APPLICATION

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Affix Passport Size
Photo of the
Advocate

01. NAME IN FULL :
02. DATE OF BIRTH :
03. ADDRESS (a) OFFICE :
- (b) RESIDENCE :
04. TELEPHONE OFFICE :
- RESIDENCE :
- Mobile Number :
- FAX(If any) :
- E-mail Address :
05. ACADEMIC QUALIFICATIONS :
06. WHETHER YOU BELONG TO : S.C/S.T/OBC/GEN
07. DATE OF ENROLLMENT IN BAR
COUNCIL AND ROLL NO :
08. PRINCIPAL PLACE OF PRACTICE :
09. WHETHER PRACTICING IN CIVIL/
CRIMINAL SIDE :
10. COURTS APPEARING IN :
11. (a) WHETHER YOU ARE APPEARING
ON BEHALF OF ANY BANK(S)
FINANCIAL INSTITUTION(S)
COMPANY (IES) GIVE DETAILS :
(b) HAVE YOU BEEN DEPANELLED
ANY TIME.
GIVE DETAILS :
12. TOTAL EXPERIENCE AT BAR :
13. (a)ARE YOU AN INCOME TAX
ASSESSSEE : YES/NO
(b) PAN NUMBER :
14. ARE YOU APPEARING IN ANY SUIT
OR OTHER PROCEEDINGS AGAINST
JRGB?
IF YES, GIVE DETAILS :
15. HAVE YOU SUFFERED ANY
PROFESSIONAL MISCONDUCT
PROCEEDINGS BEFORE BAR
COUNCIL, IF YES, GIVE DETAILS : YES/NO
16. DETAILS OF PROFESSIONAL
ACHIEVEMENTS (IF ANY) :

17. I Undertake to refrain from appearing against Jharkhand Rajya Gramin Bank in any suit, proceedings, enquiries which are pending disposal or proposed to be filed, nor would I offer any advises or opinions to any clients/parties, including companies and institutions, which may affect the interests of the bank; and I am agreeing to the advocates' fees structure fixed by the Jharkhand Rajya Gramin Bank for the matters entrusted to me. I am also aware that I am not entitled to :
- (a) Retainer fee, (b) Travelling expenses and (c) Claim Junior Advocate's fee, unless specifically agreed to in writing by the Bank.

Bank has right to depanel or take necessary action against me, if any of the particulars given herein above are found to be misleading/untrue or on account of professional misconduct or negligence attributable to me/us or my/our authorized representatives.

18. I am enclosing copies of LLB degree certificate and Bar Council enrolment certificate duly self-attested.

I accept to work in the panel of Advocates of Jharkhand Rajya Gramin Bank and I shall abide by the above terms and other terms and conditions in vogue in the Bank and made from time to time.

Yours faithfully,

(NAME:)

I undertake and declare that I have been empanelled by the SBI and I have not been depanelled by the SBI neither any disciplinary proceeding is being conducted by the SBI or other organization against me (Applicable for SBI emapnnled Advocates, please attach proof of empanelment with SBI).

Yours faithfully,

(NAME:)

Encl: Self attested photocopies of following documents

1. LLB Degree Certificate/s
2. Bar Council enrolment certificate
3. Certificate of practice.
4. Bar council/association ID proof
5. KYC documents
6. Copy of enrollment letter issued by any organization.
7. Proof of SBI empanelment (if applicable).
8. Any other relevant certificates/documents