

## **Invitation to Bid**

### **Lawyer/Advocate Required**

**Pakistan Stone Development Company (PASDEC)**, Ministry of Industries and Production, Government of Pakistan, Islamabad, requires services of Lawyer/Advocate on retainership basis as well as for court cases (corporate, civil, criminal). Experienced Lawyers/Advocates [not firms] are invited to submit sealed bids under Single-Stage-Single-Envelope procedure as per following terms and conditions:

#### **Eligibility Criteria:**

Proposals will be evaluated by the PASDEC Management. Techno-Financial Evaluation {70:30} of bids will be conducted by PASDEC as per following parameters;

1. License to practice law in Lower Court and High Court (20 marks)  
{Enrollment as an advocate of Supreme Court will be plus or a Senior Partner of a Law Firm.}
2. At least ten years legal practicing experience of High Court (15 marks)
3. List of cases in High Court (15 marks)  
{Should have contended at least 100 court cases}
4. Relevant Experience of similar legal assignments (10 marks)
5. Affidavit that the person is not black listed by any Government/Semi government department (05 marks)
6. Income Tax registration/ Copy of NTN Certificate (05 marks)
  - The Lawyer/Advocate will be required to file/plead/defend/appeal petitions/suits in lower and higher courts, as well as provide services on monthly retainership fee for consultation/vetting of cases and documents.
  - CV, Enrollment Card as an Advocate of High Court and NTN number should be submitted with the bid.
  - Separate amounts should be quoted for Retainership/month, fee for Lower Court and fee for High Court. The bid must be submitted in sealed envelope, marked as **"Bid for Lawyer/Advocate"**.
  - Bids should be meant for cases in courts/venues in Islamabad/Rawalpindi. For cases in other cities, PASDEC will – in addition to agreed fee – make payment for travel, boarding & lodging on actual basis, or will arrange travel, boarding and

lodging as allowed to Level III officers (DGM/Manager) of the Company, or as will be decided by the Board of Directors of PASDEC.

- Sealed bids must be submitted to the Procurement Department latest by **10.30 am of 24<sup>th</sup> August 2017**. Bids will be opened at **11.00 am on the same day** in presence of the bidders present.
- PASDEC may hire the services either on retrainership or case basis “**as and when required**”.
- PASDEC reserves the right to accept or reject any, or all bids, by assigning reason, but is not liable to justify.

Procurement Department: Pakistan Stone Development Company (PASDEC)

2<sup>nd</sup> Floor, ICCI Building, Mauve Area, G-8/1, Islamabad.

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