

Expression of Interest PRE-QUALIFICATION OF LEGAL FIRM / INDIVIDUAL(S)

Tender No. VU/22-23/11/641

Virtual University is in the process of evolving a smart legal team for its institution to plead its cases before various courts. Legal firms shall be prequalified at regional level for appearance in courts of Lahore, and at other places all over the country as need arises.

Description of work includes:

- Panel of Advocates shall provide legal opinion / endorsement / recommendations on matters relating to all affairs of the University.
- Shall appear before various courts on the direction of the University.
- Help in preparation of all documents/pleadings/written statements/ comments for submission before the courts.
- Carry out all other ancillary legal work as required by the University.

Terms and Conditions

- Only shortlisted law firm or individuals will be prequalified for University panel.
- Incomplete applications and applications received after due date shall not be entertained.
- The Competent Authority has the right to increase/decrease the number of Panel Advocates or cancel the hiring process at any time & without assigning any reason.
- Remuneration shall be given on case-to-case basis as per the professional fee structure agreed upon by the University administration. No work that the legal firm will carry out for the University is unpaid, and each and every task shall be accounted for separately.
- In case, any deficiency is observed in the eligibility of the legal firm / individual, at any stage, the contract will be cancelled, immediately.

Required Qualification and Eligibility

- For individual, must be Bar at Law (Barrister) and High Court Advocate.
- Atleast one member – Bar at Law (Barrister), in case of Law Firm.
- Minimum two (2) High Court Advocates, in case of Law Firm.
- Enrolled in Pakistan Bar Council as Advocate High Court.
- Having good reputation and professional competence.
- Excellent written & oral communication and presentation skills in English, Urdu (Local Language)

How to apply

Interested firms/individuals are required to apply and send their applications along with High Court enrolment card, academic credentials, and list of reported / un-reported judgements to the office of Virtual University of Pakistan at the address given below before the closing date of publication of this advertisement.

Note: The date of interview shall be intimated after shortlisting of legal firm or individual(s).

Last date of application: **December 07, 2022 by 02:30pm. Proposals shall be opened on same date at 03:00pm.**

For further information, please contact:

**DIRECTORATE OF ADMINISTRATION
VIRTUAL UNIVERSITY OF PAKISTAN**

M.A. Jinnah Campus, Defence Road, Off Raiwind Road, Lahore.

UAN: (042) 111-880-880, Ext: 226, 322, 328