

PANEL OF LAW FIRMS FOR LAHORE TRANSPORT COMPANY

Terms of Reference (TOR)

For

“Approved Panel of Law Firms”

For

Lahore Transport Company (LTC)

www.ltc.gop.pk

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PANEL OF LAW FIRMS FOR LAHORE TRANSPORT COMPANY

1. Introduction:

Lahore Transport Company (LTC) is wholly owned company of the Government of the Punjab, and is registered under section 42 of the company's ordinance, 1984. LTC is a regulatory body that has a mandate to develop and implement policies for the promotion of safe, comfortable, economical and efficient urban transport facilities and services for the citizens of Lahore. LTC, through its operator(s), is currently operating approximately 400 new environment friendly friendly dedicated CNG /AC buses in Lahore, in addition to a decent fleet of diesel buses /Mazda's, gasoline wagons, thus meeting the commuting needs of general public.

2. Description of Work:

Law Firms fulfilling the eligibility criteria may be included in the list of approved panel of Law Firms. Any appropriate Law Firms from the approved of Law Firms may be engaged for defending /filing of court cases or providing other legal services to LTC
No retainer fees shall be paid, and the quantum of fees will be decided and paid on a case to case basis as approved by the competent authority in each case in accordance with the ToRs.

3. Criteria for appointment of a Law Firm:

- i. Law Firms should at least have one advocate of Supreme Court and four advocate of High Court.
- ii. There must not be any conflict of interest i.e. candidate must not be providing legal assistance to any other person/entity so as to cause any sort of conflict of interest.
- iii. Law Firms should have registered office in Lahore.
- iv. Law Firms holding past experience of working with regulatory bodies/government/agencies and holder of L.L.M degree(s) shall be preferred.
- v. The panel of Law Firms may be revised, as and when deemed necessary by the competent authority. Inclusion in the approved panel shall not, for any purposes whatsoever, incur any liability on the part of LTC or otherwise guarantee hiring /engagement of any successful candidate in any case.
- vi. The cases shall be assigned by the competent authority to the appropriate lawyer on the basis of merit, as deemed appropriate.

4. Payment of Fee etc.

- i. Professional Fee to be paid in each case shall be determined by LTC keeping in view the nature of the case, financial implications of the case for LTC (if any) and competence of the lawyer. However, the respective limits fixed by the competent authority may vary from time to time.

- ii. The competent agreed fee shall be paid at the time of assigning of the case, and the balance shall be paid at the time of final disposal of the case. However, the competent authority may consider payment of fee on other terms and conditions depending on the nature of the case.
- iii. In case the lawyer engaged in particular case has to travel outstation in connection with any case, the traveling and boarding expenses shall mutually be agreed between LTC and the Law Firm.
- iv. No retainer shall be payable to any lawyer on the approved panel.

5. Reservation of Rights:

- i. The competent authority reserves the right to reject any applications or exclude the name of any Law Firms from the list of approved panel Law Firms without assigning any reason.
- ii. Inclusion of a law firm in the approved panel neither guarantees assignment of cases, nor in any manner obliges the competent authority to hire the services of the respective law firm. The competent authority reserves its right to assign any case/matter to any law firm.
- iii. The competent authority reserves the right to hire an appropriate Law Firms in any case from outside the approved panel of Law Firms on such term an conditions as deemed proper.
- iv. The competent authority may revise the approved panel from time to time.

6. Application Procedure:

Interested law firms may send their complete Profiles along with attested copies of their credentials at the following address latest by 03rd March, 2015 till 11:00 AM

4th & 5th Floor, 97-B-D/1, Engineering Centre, Liberty Roundabout, Gulberg-III, Lahore.

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SCHUDULE OF CHARGES

Sr. No.	Description	Amount (Rs.)
1.	Legal Opinion (all sorts of propositions)	
2.	Suit Filing(Civil Court)	
3.	Defense (Civil Court)	
4.	Suit Filing (District Court)	
5.	Defense (District Court)	
6.	Suit Filing (High Court)	
7.	Defense(High Court)	
8	Suit Filing (Supreme Court)	
9.	Defense (Supreme Court)	
10.	Representation before Tribunals	
11.	Representations in Arbitrations Proceeding	
12	Drafting of Legal Documents: <ol style="list-style-type: none"> i. Tripartite Agreements ii. Contract Awarding Agreements iii. Cross Border Agreements iv. Joint Venture Agreements v. Retainership Agreement vi. Memorandum of Understanding vii. Letters of Award viii. Banking documents including letters of hypothecation, mortgage deeds, MODTDs etc. ix. Guarantees/ bonds etc. x. Board Resolutions xi. Settlement Agreement 	Relationship Basis
13.	Miscellaneous Assignments	

Note: The competent authority reserves the right to assign any case or tasks, to the approved penal of law firms.