

Empanelment of Advocates/Law Firms for Carrying Out Vetting of Loan Transaction Documents.

National Housing Bank, New Delhi invites application for empanelment of Advocates/Law Firms, for carrying out vetting of its loan transaction documents. The vetting include opinion of the Advocate about the stamping, execution, compliance with the sanction terms, enforceability etc. of the transaction documents.

Eligibility Criteria:

- (i) Experience of handling such work for minimum of 10 years.
- (ii) At least having executed above nature of work in one public sector bank/ public financial institution.

Documents/evidence to be Submitted:

- 1) Copy of Certificate of registration with Bar Council of Delhi.
- 2) Detail of experience of working in one public sector bank/ public financial institution.
- 3) Complete profile of the Advocate/ Law Firm.

Fees:

The Advocates/Law Firms should quote the fee on the basis of per loan transaction documents which will include Sanction Letter, Loan Agreement, Mortgage Deed, Hypothecation Deed, Escrow Agreement, Securities, Board Resolution, Valuation Report, Title Investigation Report, Memorandum & Article of Associations of Company etc.

Terms and conditions:

- (1) The Advocate/Law Firm will depute at least one qualified and experienced Advocate on regular basis at National Housing Bank, New Delhi.
- (2) The work will be executed in the premises of National Housing Bank, New Delhi on the working days. In urgent situations, Advocate or staff of firm may work on Saturday/Sunday/Holidays without any additional financial incentive with the prior approval of the competent authority.
- (3) National Housing Bank, New Delhi has the right to accept/reject the application(s) of any Advocate/ Law Firm without assigning any reason(s) thereof.

(4) In case of any dispute, it shall be referred to the sole arbitration of the person appointed by the National housing Bank, New Delhi.

(5) At any time prior to the application due date, National Housing Bank may, for any reason, modify/cancel the notice inviting application for empanelment of Advocate/Law Firms carrying out vetting of loan transaction documents.

(6) National Housing Bank may, at its discretion, extend the application due date.

The interested Advocates/Law Firms are advised to submit sealed envelope super-scribing **“Application for Empanelment of Advocates/Law Firms for Vetting Loan Documents”** and drop the application complete in all respects addressed to **General Manager, National Housing Bank, Core 5A, 4th Floor, India Habitat Centre, Lodhi Road, New Delhi – 110003** on or before February 28, 2011, 6:00 PM.

**General Manager
Legal Department,
National Housing Bank,
New Delhi**