

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF LAW, JUSTICE & LEGISLATIVE AFFAIRS
8TH LEVEL, C-WING, DELHI SECRETARIAT, I.P. ESTATE
NEW DELHI-110 002

F.No. 20(95)/LA/2025/

Dated:

To

1. All the Pr. Secretaries/Secretaries/Heads of Departments of Government of NCT of Delhi.
2. Heads of all Autonomous/Grant-in-aid Institutions/Local Bodies of Government of NCT of Delhi.

Subject: Regarding engagement of one Consultant 'ON CONTRACTUAL BASIS' for legislative drafting in the Department of Law, Justice and Legislative Affairs, GNCTD to replace Punjab Courts Act, 1918 and drafting/enacting Delhi Court Bill, 2025.


The Department of Law, Justice and Legislative Affairs, Government of National Capital Territory of Delhi proposed to invite applications for engagement of a Consultant (Legislative Drafting) on a contractual basis for drafting of laws, rules, notifications and other legal instruments for the Government.

Notice in this regard, containing details such as eligibility criteria, terms and conditions, application process and prescribed application format are enclosed herewith.

In this regard, it is hereby requested to kindly circulate a copy of the above mentioned Notice along with prescribed application format in your department/local body/institute for its wide publicity and also to upload the same on the website of your Office.

This issue with the prior approval of the Principal Secretary (Law), Department of Law, Justice and L.A., GNCTD.

Encl.: As above.


(AJAY KUMAR ARORA)
DEPUTY SECRETARY (ADMINISTRATION)

F.No. 20(95)/LA/2025/ 11066 - 11070

Dated: 3/12/25

Copy for information to:

1. OSD to Principal Secretary (Law), LJ & LA Department, GNCTD.
2. PS to Special Secretary (Law), LJ & LA Department, GNCTD.
3. PA to Addl. Secretary (Law)- I & II, LJ & LA Department, GNCTD.
4. PA to Joint Secretary (Law), LJ & LA Department, GNCTD.
5. ✓ **System Analyst of the department to kindly e-mail a copy of this letter, along with its enclosures, to the Offices of all the Pr. Secretaries/Secretaries/Heads of Departments of Government of NCT of Delhi and to the Offices of Heads of all Autonomous/Grant-in-aid Institutions/Local Bodies of Government of NCT of Delhi and also to upload a copy of this letter, along with its enclosures, on the Website of the department.**

1
(AJAY KUMAR ARORA)
DEPUTY SECRETARY (ADMINISTRATION)

NOTICE FOR ENGAGEMENT OF CONSULTANT (LEGISLATIVE DRAFTING)

The Department of Law, Justice & Legislative Affairs, Government of NCT of Delhi, invites applications for engagement of a Consultant (Legislative Drafting) on a contractual basis for drafting of laws, rules, notifications, and other legal instruments for the Government.

Eligibility Criteria:

1. The applicant should be a retired Officer from the Department of Legal Affairs, Ministry of Law and Justice, Government of India.
2. The applicant should have substantial experience in legislative drafting and legal vetting.
3. The age of the applicant should be below 65 years as on the date of publication of this notice.

Terms & Conditions:

1. The engagement shall be purely on a contractual basis.
2. The engagement of consultant, inter-alia, shall be initially be for a period of one year. However, it can be extended further subject to the satisfactory performance of the consultant and depending upon the specific job and the time frame for its completion.
3. The remuneration and other terms and conditions shall be as per the norms governing the engagement of Consultants as approved and laid down by the Finance Department, GNCTD.
4. The engagement will not confer any right for regular appointment or continuation beyond the approved term.

How to Apply:

Interested and eligible candidates may submit their applications in the prescribed format along with a detailed CV and supporting documents to the following address within 15 days from the date of publication of this advertisement via email to: slaw@nic.in

Note: The Department reserves the right to reject any or all applications without assigning any reason.

Prescribed Application Format

Application for Engagement as Consultant (Law Drafting) in the Department of Law, Justice & Legislative Affairs, Government of NCT of Delhi
(To be submitted along with detailed CV and supporting documents)

1. Name of the Applicant: _____

2. Father's/Mother's Name: _____

3. Date of Birth (DD/MM/YYYY): _____

4. Age (as on the date of publication of notice): _____

5. Residential Address: _____

6. Contact Details: _____

Mobile No.: _____

Email ID: _____

7. Educational Qualifications:

Name of Examination	Year	University/Institution	Percentage/ Grade

8. Details of Professional / Legal Qualifications (if any): _____

9. Details of Employment (starting from the most recent):

Name of Office/ Department	Nature of Duties	Post Held	From DD/MM/YYYY	To DD/MM/YYYY

10. Date of Retirement and Designation at the time of Retirement: _____

11. Total Experience in Legislative Drafting / Legal Vetting: _____

12. Experience in Central / State Government Legislative Drafting (please specify):

13. Whether any disciplinary/vigilance case was pending or contemplated at the time of retirement:

☐ Yes ☐ No

(If yes, please provide details) _____

14. Any other relevant information:

15. Declaration:

I hereby declare that the information furnished above is true and correct to the best of my knowledge and belief. I understand that my application/engagement is liable to be cancelled if any information is found to be incorrect or false at any stage.

Date: _____

Place: _____

Signature of the Applicant: _____

Name: _____