

Job Description for Legal Consultant

Position	Legal Consultant
Qualification	LLB
Experience	2+ Years
Division	Finance & Investment Division, KBITS
Job Description	<ul style="list-style-type: none">- Vetting of all complex MoU, MoA/ Service Agreements, Agreements that will be executed by KBITS and suggesting any technical changes in terms of legal.- Assisting in preparation and execution of Service Agreement with the vendors identified through tender process by the department.- Confirming to have met all the obligations of the respective MoU, MoA/ Service Agreements, upon release of any financial assistance.- Assisting in replying any objections received from clients. Eg: show cause notices, further follow-up and reply to show cause notices, blacklisting, termination, etc.- Assisting in finalizing some of the clauses under the tender document such as liability, Force Majeure, arbitration, settlement of disputes, conflict of interest, etc.- Assist in drafting tender specific Bank Guarantee format, Power of Attorney, any other clauses under description of the legal rights of lead firms and other firm in case of consortium.- Any other assignment related to legal aspect.