



**Global
Expression of Interest (EOI)
for
Handling Intellectual Property
and other related work**

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1. Text of Advertisement



COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH

(AN AUTONOMOUS INSTITUTION)

Government of India - Ministry of Science and Technology

IIIrd floor, NISCAIR Building (Vigyan Suchna Bhawan),

14, Satsang Vihar Marg, Special Institutional Area,

New Delhi – 110 067.

E-mail: head.ipu@niscair.res.in

Invitation for Global Expression of Interest

Innovation Protection Unit (IPU) of Council of Scientific and Industrial Research (CSIR), invites Global EOI for Handling Intellectual Property and other related work under different categories. The EOI document containing details of scope of work, eligibility criteria and pre-qualification criteria can be downloaded from <http://www.csir.res.in/tender>. The eligible firms may submit their responses in sealed envelopes in prescribed format to Under Secretary, Innovation Protection Unit, 3rd floor, NISCAIR Building (Vigyan Suchna Bhawan), 14, Satsang Vihar Marg, New Delhi - 110067 by 20th February 2018 till 3:30 PM.

2. Brief Objective and Scope of Work

2.1 INTRODUCTION

Council of Scientific & Industrial Research (CSIR) is known for its cutting edge R&D knowledgebase in diverse S&T areas and having PAN-India presence. CSIR has a dynamic network of 38 national laboratories, 39 outreach centres, 3 Innovation Complexes and 5 units. It is a major player in securing patents in India and Abroad.

The Innovation Protection Unit (IPU) at CSIR Head Quarters is responsible for the protection of IP generated from various CSIR laboratories/Institutes both in India and Abroad.

The patents secured by CSIR have led to receiving many awards and accolades like:

- SCIMAGO Institutions Rankings 2017: The overall global ranking of CSIR is improved from 117 to 75th position.
- Nature Index: CSIR at 75 position among the top 200 institutions of the world (Nature 522, S34–S44 (18 June 2015) doi:10. 1038/522S34a)
- CSIR features in the Thomson Reuter’s top 50 Indian Innovator companies and research organizations for the year 2015, who lead the country's innovation output.
- CSIR– IMTECH received “National Intellectual Property Awards-2014” instituted by Indian Patent Office in Health Care sector for highest number of health care patents secured by IPU and commercialised by CSIR-IMTECH.
- CSIR received “National Intellectual Property Awards-2013” of Indian Patent Office for securing highest number of patents during five years.
- CSIR received “India Innovation Awards 2013” from Thomson Reuters in the Hi-Tech Academic & Government category (for 2013-14).
- “Thomson Reuter Innovation Award-2010” has been awarded to CSIR for securing highest number of patents during the year 2008-2009.
- “Intellectual Property Award” has been conferred to CSIR by Indian Patent Office for securing highest number of patents in the year 2009.

Abbreviations & definitions

Firm: Legally registered Company /Limited liability partnership (LLP) handling matters related to Intellectual Property (IP)

IP: Intellectual Property comprising Patents, Designs, Copyrights, Integrated circuits layouts, Trademarks & Service Marks

CSIR- Council of Scientific and Industrial Research

IPU- Innovation Protection Unit

US- United States

EP: European Patent

EU: European Union

2.2 SCOPE OF WORK

CSIR wishes to empanel IP firms for handling filing & prosecution, maintenance and renewal services, policing & surveillance of IP applications and other IP related work and invites Expression of Interest (EOI) from the reputed firms under the following categories:

- A. EOI for Empanelment of US and EP attorney firms to handle IP matters in respective jurisdiction.
- A. EOI for Empanelment of Indian firms to handle IP matters abroad.

Separate proposals may be submitted for each category of EOI.

3 Eligibility criteria

Eligibility criteria are divided into two subparts general requirements and technical requirements:

3.1 General Requirements for all categories

- The firm should be able to provide services for all types of IP including services for Patents, Designs, Copyrights, Integrated circuits layouts, Trademarks & Service Marks.

- The firms should be able to work with the subject area of Chemical Sciences, Biological Sciences, Drug and Pharmaceuticals, Engineering Sciences, Physical Sciences and also interdisciplinary.
- Firm should be able to provide techno-legal solutions to the IP matters.
- The firm must have the requisite infrastructure, manpower and in-house capability.
- The firm should not be black listed or have litigation that may have an impact on the delivery of services.
- The firm must be legally registered.

3.2 Technical requirements under different categories

Category A: EOI for Empanelment of US and EP attorney firms to handle IP matters in respective jurisdiction.

- The Firms should be registered in respective jurisdiction of US and Europe.
- The firms should have experienced registered patent agents/attorneys.
- The firms should be able to deal with drafting of specification as per the legal requirement of the different jurisdiction.
- The firms should be able to deal with filing, examination and handling other IP related matters as per the legal requirement of their respective jurisdiction.
- The firms should have 15 years or more experience in filing and prosecution of IP, more particularly in patents.
- The firms should have drafted, filed, prosecuted and obtained grant of at least 1000 patents in their respective jurisdictions.
- The firms must be able to represent directly with patent office in their respective jurisdiction.

Category B: EOI for Empanelment of Indian firms to handle IP matters abroad.

- The Firms should be registered in India.
- The firms must have a global exposure in handling of IP matters.

- The firms should be able to provide services in all jurisdiction including PCT and Non-PCT countries.
- The firms should have experienced registered patent agents/attorneys.
- The firms should be able to deal with drafting of specification as per the legal requirement of all jurisdictions including India.
- The firms should be able to deal with filing, examination and handling other IP related matters as per the legal requirement of all jurisdictions.
- The firms should have 15 years or more experience in filing and prosecution of IP, more particularly in patents.
- The firms should have drafted, filed, prosecuted and obtained grant of at least 3000 patents out of which 1000 patents should have been filed abroad.

4 Pre-qualification Criteria

IPU-CSIR shall evaluate the firms for short listing, inter-alia based on their past experience of handling similar types of work, strength of their man power and financial strength of the firm. IPU-CSIR will assign scores to the response of each firm based on weightage assigned to each of the criteria under different categories are as under.

CSIR would call for a presentation (personally or through video conferencing/ skype) before experts committee only if the firm qualifies 50 out of 70 marks. All the firms who have got the minimum threshold of marks i.e. 80 out of 100 marks will only participate in further tendering process.

No travelling charges or other related charges would be paid by CSIR for presentation before expert committee.

Category A

S.No.	Criteria	Max. Marks (%)
1	Past Experience of the firm [Format 2 and 3]	
1.1	Number of years' experience to relevant category (15 years or more experience in filing and prosecution of IP, more particularly in patents.)	30
1.2	Number of patents drafted, filed, prosecuted and obtained grant of in their respective jurisdictions (at least 1000 patents)	
1.3	Working with any Publically funded institutions such as R&D Organizations/ Universities in the respective jurisdictions and other countries including India.	
2	Experience of Key Personnel Qualifications [Format-4]	
2.1	Academic Qualification	30
2.2	Activities carried out in last 5 years	
3.	Financial strength of the Firm [Format-5]	
	Annual turnover figure for last three years (minimum Annual turnover of 300000 US Dollars or its equivalent)	10
4	Presentation before experts (by VC or in person)	30
	TOTAL	100

Category B

S.No.	Criteria	Max. Marks (%)
1	Past Experience of the firm [Format 2 and 3]	
1.1	Number of years' experience to relevant category (15 years or more experience in filing and prosecution of IP, more particularly in patents.)	30
1.2	Number of patents drafted, filed, prosecuted and obtained grant (at least 3000 patents out of which 1000 patents should have been filed abroad)	
1.3	Number of countries where the firms has capability to represent.	
1.4	Working with any Publically funded institutions such as R&D Organizations/ Universities in India.	
2	Experience of Key Personnel Qualifications [Format-4]	
2.1	Academic Qualification	30
2.2	Activities carried out in last 5 years	
3.	Financial strength of the Firm [Format-5]	
3.1	Annual turnover figure for last three years (minimum annual turnover of Rs. 20 crores)	10
4	Presentation before experts (by VC or in person)	30
	TOTAL	100

5. Instructions

5.1 GENERAL

IPU-CSIR invites the services under different categories. Applicants should apply separately for each category.

5.2 PERIOD OF EMPANELMENT

The empanelment of the firms shall be initially for a period of three year and may be extended for another two years only after satisfactory performance of the empaneled firm on the same terms and conditions and rate.

5.3 SUBMISSION REQUIREMENT

The firms are requested to send ‘Applicants consent form’ (Format 1 signed in original) with the following documents addressed to Under Secretary, Innovation Protection Unit, 3rd floor, NISCAIR Building (Vigyan Suchna Bhawan), 14, Satsang Vihar Marg, New Delhi -110067.

The Envelop should be clearly marked as ‘**Confidential EOI Document for Category ____**’.

- 1: Organizational Contact Details as per Format-2
- 2: Experience in Related Fields as per Format-3
- 3: Experience of Key Personnel as per Format-4
- 4: Financial strength of the company as per Format-5
- 5: Additional information as per Format-6
- 6: Declaration as per Format-7

All the proposal should reach us latest by 20th February 2018 till 3:30 PM. No postal delay would be admitted. Same shall be opened on open on 21th February 2018 at 11:00 AM.

If desired, the firms may attend the opening of EOI responses on 21th February 2018 at 11:00 AM. They shall bring letter of authority to participate in the bid opening process.

6 Formats for applying

Below are the formats for applying to the Global EOI for Handling Intellectual Property and other related work under different categories.

FORMAT-1

Applicant's consent Form

To,
Head,
IP Directorate,
Innovation Protection Unit,
3rd floor, NISCAIR Building (Vigyan Suchna Bhawan),
14, Satsang Vihar Marg, New Delhi -110067

Subject: Submission of global Expression of Interest for “Handling Intellectual Property and other related work”

Dear Sir,

In response to the Invitation for Expressions of Interest (EOI) for “Handling Intellectual Property and other related work” we would like to express Interest to carry out the services under the Category “_____” As instructed, we attach following documents in sealed envelopes:

1. Firm Contact Details (Format-2)
2. Experience in related fields(Format-3)
3. Experience of key personnel (Format-4)
4. Financial strength of the organization (Format-5)
5. Additional information (Format-6)
6. Declaration (Format-7)

Sincerely Yours,
Signature of the applicant
[Full name of applicant]
Stamp & date

Encl: as above

Note: This is to be furnished on the letter head of the organization.

FORMAT-2

Firm Contact Details	
Name of Firm :	
Type of Registration of firm:	
Year of Registration of firm:	
Registered Address :	
Website:	
Contact Address:	
Telephone :	
Contact Person :	
Mobile No.	
Fax :	
Email :	

Signature of the applicant

Full name of the applicant

Stamp & Date

FORMAT-3

Experience in Related Fields

Overview of the past experience of the Firm in Handling Intellectual Property and other related work for Category ()

S.No.	Item	Particulars
1.	Experience & details of work done with any Publically funded institutions such as R&D Organizations/ Universities in the respective jurisdictions.	
2.	Experience & details of work done with others than S.No. 1	
3.	Experience & details of work done for Indian agencies	

Signature of the applicant

Full name of the applicant

Stamp & Date

FORMAT-4

Experience of Key Personnel

Overview of the qualification and past experience of the key personnel

Name :

Designation:

Date of Birth :

Qualifications :

Experience:

(Activities carried out in last 5 years)

Note: Information regarding best ten key personnel may be provided. They should be on the payroll of the applicant. Separate sheet may be used for each individual. Each individual will be evaluated separately and then average of the all personnel will be taken for final evaluation.

Signature of the applicant

Full name of the applicant

Stamp & Date

FORMAT-5

Financial Strength of the Firm

Annual turnover for last three Financial Years

.No.	Years	Turnover
1.		
2.		
3.		

Note: Please attach auditor's certificate (certified copy) in support of your claim.

Signature of the applicant

Full name of the applicant

Stamp & Date

FORMAT-6

Additional Information

1. List all attachments related to the previous sections.

S.No.	Description	No. of pages (From- to)

2. Additional information to support the eligibility. (Not more than 2 pages).

Signature of the applicant

Full name of the applicant

Stamp & Date

FORMAT-7

Declaration

We hereby confirm that we are interested to work with CSIR in Handling Intellectual Property and other related work under category “_____” and all the information provided herewith is genuine and accurate to the best of our knowledge.

We also confirm that our firm has not been black listed or has any litigation or any conflict of interest that may impact on the delivery of services.

Authorized Person’s Signature:

Name and Designation:

Date of Signature:

Note: This declaration is to be furnished on the letter head of the organization.