

**Minutes of the Evaluation Committee to evaluate EOIs for the e-Tender
“Procurement of Consultancy Services for handling of Intellectual Property abroad in
all jurisdictions & related services”**

The Evaluation Committee comprising of the following members met on May 8 at 2.30 pm and on May 14, 2024 at 2.30 pm at Conference Room, IPU, CSIR:

1. Shri Mukesh Pund, Chief Scientist, NIScPR - Chairman
2. Dr Yogesh Dhoble, Sr. Principal Scientist -Member
3. Dr. Lipika Patnaik, Sr. Principal Scientist -Member
4. Er. Ajayta Aggarwal, Sr. Scientist-Member
5. Shri Satish Chandra, SPO, CSIR-Member
6. F&AO, CSIR-IPU-Member
7. US, CSIR-IPU Convener

The Committee scrutinized all the eight (08) EOIs received from IP Firms for the e-Tender “Procurement of Consultancy Services for handling of Intellectual Property abroad in all jurisdictions & related services” and the details are as follow:

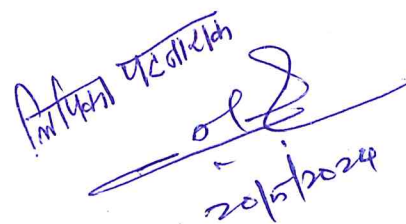
A. 05 EOIs [out of eight] were received on the CPP Portal on/before the last date and time of submission i.e. 29.04.2024 at 5.00 P.M. are as follow:

1. M/s. Remfry & Sagar;
2. M/s. Rahul Chaudhry & Partners;
3. M/s. Lakshmikumaran & Sridharan;
4. M/s. K&S Partners;
5. M/s. S. Majumdar & Co.

B. 03 EOIs [out of eight] which were received after the last date and time of submission i.e. 29.04.2024 at 5.00 P.M. are as follow:

1. M/s. Lex Orbis Consultancy Pvt. Ltd. – On 01.05.2024 as a hard copy (by hand)
2. M/s. Khurana & Khurana – On 30.04.2024; as a hard copy (by hand)
3. M/s. United & United – On 29.04.2024 at 5.59 P.M.; on E-mail

Three Firms mentioned in para B had requested to consider their EOIs as they were unable to upload the same on the Portal within the stipulated time of submission due to technical issues.



The Evaluation Committee recommended that these EOIs which were received after the last date and time of submission in any mode [e-portal/ hard copy/e-mail] as **Non-responsive** based on the following clauses mentioned in the REOI document:

- i. Clause 8.1 of the REOI document- ***Relationship between Consultant and e-Procurement Portal*** *"The procuring entity is neither a party nor a principal in the relationship between the consultant and the organization hosting the e-procurement portal. Consultants must comply with the rules, conditions, regulations, procedures and implied conditions/agreements of the e-procurement portal, including registration, compatible Digital Signature (DSC) etc. Consultants shall settle clarifications and disputes, if any, regarding the portal directly with them".*
- ii. Clause 8.3.1 ***Submission/Uploading to the Portal-1)*** *"EOIs must be uploaded on the eProcurement Portal mentioned in Section II: Appendix until the submission deadline. **No manual EOIs shall neither be made available nor accepted for submission.** EOI submitted through modalities other than those stipulated in Section II: Appendix shall be liable to rejected as nonresponsive" and;*
- iii. Clause 8.3.1 ***Submission/Uploading to the Portal-3)*** *"The **date and time of the e-Procurement server clock**, which is also displayed on the dashboard of the consultants shall be taken as the reference time for closing of EOI submission. **Failure or defects on the internet or heavy traffic at the server shall not be accepted as reason for a complaint.** The procuring Entity shall not be responsible for any failure, malfunction or breakdown of the electronic system used during the e-Tender process."*

The Committee evaluated the 05 EOIs [mentioned in Para A] which were received within the stipulated date and time as per the requirement of the following section and Forms mentioned in the REOI document:

Section III: Qualification Criteria

Form 2.1: Performance Capability statement;

Form 2.2: Financial Capability statements

Form 2.2.1: Financial Statement and;

Form 2.2.2: Average Annual Turnover.

The bottom of the page features several handwritten signatures and dates in blue ink. From left to right, there is a signature that appears to be 'Belli', followed by another signature, then a signature that looks like 'S. Jyoti', and finally a date '20/5/2024' written next to a signature.

Form 2.2.2: Average Annual Turnover.


The detailed evaluation of the 05 EOI Firms based on the above parameters is enclosed as Annexure- I. Based on the detailed evaluation and as per the terms & conditions of the REOI, Evaluation Committee recommended the following four (04) IP Firms as **Responsive and shortlisted**:


1. M/s. Remfry & Sagar;
2. M/s. Rahul Chaudhry & Partners;
3. M/s. Lakshmikumaran & Sridharan;
4. M/s. K&S Partners.

Evaluation Committee recommended IP Firm M/s. Majumdar & Co to be **Non-responsive** as it does not meet the requirement of Minimum Average Annual Turnover mentioned in Form 2.2.2 under Section III: "Qualification Criteria"; Criteria 2: "Financial Capability".

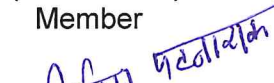
Further, the name and addresses of the Four (04) shortlisted IP firms to be published in the CPP Portal, Notice Board and CSIR website.


(Satish Kumar)
Member



(Neena Seth)
Member

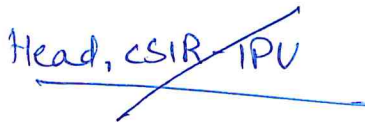

(Satish Chandra)
Member


(Ajayta Agarwal)
Member


(Lipika Patnaik)
Member


(Yogesh Dhoble)
Member


(Mukesh A. Pund)
Chairman


Head, CSIR-IPU


20/5/2024

Evaluation of Request for Expression of Interest for the Procurement of Consultancy Services for handling of Intellectual Property abroad in all jurisdiction and related services												
Evaluation as per Section 3 - Qualification Criteria of EOI												
Parameters	Symbols/Titles	Minimum Requirement	Forms in EOI	S Majumdar & CO		Remfry & Sagar		Rahul Chaudhry & Partners		Lakshmikumaran & Sridharan		K & S Partners
				Facts	Pass/Fail	Facts	Pass/Fail	Facts	Pass/Fail	Facts	Pass/Fail	
Type of IP Firm	-	-	Form 1.2	Partnership Firm		Partnership Firm		Solo Proprietorship		Partnership Firm		Partnership Firm
Start-up	-	-	Form 1.2	NA		NA		NA		NA		NA
Total Experience	alpha (α)	10 Years	Form 1.1	30+ Years (started in 1993 as proprietor ship; March 2018 partnership Firm)	Pass	197 Years partnership since 2001 (23 years)	Pass	40 + Years	Pass	38 Years	Pass	30 Years
Relevant Experience	Beta (β)	8 Years	Form 1.1	30+ Years	Pass	More than 10 years (total 197 years)	Pass	40 + Years	Pass	20 years in IPR	Pass	30 Years
Payment received for substantially completed assignment [optional]	Gamma (γ)	80%	-	5 Completed Assignments are given by the Firms	Pass	5 Completed Assignments are given by the Firms	Pass	5 Completed Assignments are given by the Firms	Pass	5 Completed Assignments are given by the Firms	Pass	5 Completed Assignments are given by the Firms
Number of Consultancy Assignments	delta (δ)	5	Form 2.1	More than 5 as per the list provided; total proposals 24800	Pass	Over 25	Pass	10+	Pass	312 (more than 5 as per the list provided)	Pass	More than 5 as per the list provided; total proposals 52500
Number of similar assignments out of Consultancy Assignments	Eta (ε)	5	Form 2.1	More than 5 as per the list provided; total proposals 24800	Pass	Over 25	Pass	10+	Pass	312 (more than 5 as per the list provided)	Pass	More than 5 as per the list provided; total proposals 6500
Avg Annual Turnover	Theta (θ)	More than 48 Cr	Form 2	40.13 Cr	Fail	298.80 Cr	Pass	81.90 Cr	Pass	328.71 Cr	Pass	147.17 Cr
Percentage of Turnover from Consultancy services	kappa (κ)	50%	Form 2	40.12 (99%)	Pass	298 Cr (100%)	Pass	81.90 Cr (100%)	Pass	325.88 Cr (99%)	Pass	144.36 Cr (98%)
Years for calculating Turnover	lambda (λ)	5 years on Page No. 24; 3 years on Form 2.2.2	Form 2.2.2	3	Pass	3	Pass	3 and 5 both	Pass	3	Pass	3
Relaxation for Start-up	zeta (ζ)	20%	Form 1.2	Not Applicable		Not Applicable		Not Applicable		Not Applicable		Not Applicable
Form 1	Covering Letter	-	-	OK		OK		OK		OK		OK
Form 1.1	Consultant Information	-	-	OK		OK		OK		OK		OK
Form 1.2	Eligibility Declaration	-	-	OK		OK		OK		OK		OK
Format 1	Authorisation to attend pre-EOI conference	-	-	OK		OK		OK		OK		OK
Form 2	Qualification Criteria	-	-	OK		OK		OK		OK		OK
Form 2.1	Performance Capability Statement	-	-	Information of Assignments/Projects required		OK		OK		OK		OK
Form 2.2	Financial Capability Statement	-	-	CA certified Statement Not Given		OK		OK		OK		OK
Form 2.2.1	Financial Statement	-	-	OK		OK		OK		OK		OK
Form 2.2.2	Average Annual Turnover	-	-	OK		OK		OK		OK		OK
Form 3	Check list	-	-	OK		OK		OK		OK		OK
Bid Representative Name	-	-	Form 1	Anrila Majumdar		Ranjana Mehta-Dutt		Rahul Chaudhry		Dr Malahi Lakshmikumaran		Sanjeev Kumar Tiwari
Mobile No.	-	-	Form 1	9903321795		9991011830		9811911806		9818301173		9871335217
Validity of EOI	-	-	Form 1	60 days		90 days		60 days		120 days		60 days
GSTIN	-	-	Form 1.1	YES		YES		YES		YES		YES
Over all Pass [See 10.2.2 of EOI]				S Majumdar & CO	Fail	Remfry & Sagar	Pass	Rahul Chaudhry & Partners	Pass	Lakshmikumaran & Sridharan	Pass	K & S Partners







15/12/2024