

National Institute of Technology, Delhi

Plot Number FA 7, Zone P1, GT Karnal Road, Delhi – 110036

Website:- www.nitdelhi.ac.in

IPR Firm Empanelment Application

1. Name of the Organization/Firm/Company: _____

2. Registered address of the Organization/firm/Company: (Attach Copy of Certificate):

3. Registration details of the Organization/firm/Company: (Attach Copy of Certificate):

4. Name of the Lead Patent Agent and other patent agents along with their areas of specialization: _____

5. Registration Number of Lead Patent Agent: _____
Date of registration of Lead Patent Agent: _____

6. Qualification of the Lead Patent Agent: _____

7. Whether Lead patent Agent has first degree in Science / Engineering as per Section 126 of the Patents Act 1970 (Yes/No): _____

Please specify the name of degree (Attach a copy of degree certificate and duly signed detailed biodata of lead patent agent): _____

8. Intellectual Property Professional Service CHARGES for filing and maintaining patents.

S. NO.	Item	Total Charges Excluding Taxes & Excluding Statutory/Govt. Fee in INR (also provide breakup of charges for each action Excluding Taxes)
1	Prior art search, Drafting a provisional patent application and Drafting a complete specifications, and complete work (including all steps/processes like filing application, responses to FER and Hearings, and maintenance of patent till the desired period etc) till the Grant of an Indian Patent and maintenance of patent thereafter.	

	Total Charges should include any possible step related to pated application.	
2	Prior art search, Drafting a provisional design application and Drafting a complete specifications, and complete work (including all steps/processes like filing application, responses toFER and Hearings, and maintenance of patent till the desired period etc) till the Grant of an Indian Design Patent and maintenance of patent thereafter. Total Charges should include any possible step related to Design application.	
3	Charges for change of name of applicant before grant of application (in case of already filed patent applications)	
4	Charges for change of name of applicant after grant of application (in case of already granted patents)	
5	Prior art search, Drafting direct a complete specifications, and complete work (including all steps/processes like responses to FER and Hearings, and maintenance of patent till the desired period etc) till the Grant of an Indian Patent and maintenance of patent thereafter.	
6	Prior art search, Drafting direct a complete specifications for US patent and complete work (including all steps/processes like responses to FER and Hearings, and maintenance of patent till the desired period etc) till the Grant of an US Patent and maintenance of US patent thereafter. Grant of a USPatent application having been drafted in India and filed under the provisions of Paris Convention. (Including fee of the foreign patent attorney).	
7	Grant of a US Patent application having been drafted in India and filed under the provisions of the Patent Cooperation Treaty. (Including fee of the foreign patent attorney).	

Following items shall not be included in the above schedule of rates.

- a). The Govt. / Statutory fee as per the (applicable) Schedule 1 of the Patents Act 1970;
- b). Taxes as per applicable rates.

No visiting charges or any other charges will be paid to the company/firm/agent except above said fee. All a documents attached with application should be duly signed.

Tender application fee Rupees 2000/- should be attached (through DD or Submit through ONLINE mode) with this tender application.

Please attach all relevant certificates.

Dated: _____

Authorized Signatory with stamp
(Name and signature)

Name of attachments:

National Institute of Technology, Delhi

Plot Number FA 7, Zone P1, GT Karnal Road, Delhi – 110036

Website:- www.nitdelhi.ac.in

Expression of Interest (EOI) for Empanelment of Intellectual Property Firms for Handling of IP Applications and Other IP Related Work of NIT Delhi

NIT Delhi wishes to set up a new panel of **Organization/Firm/Company** to predominantly handle its patent applications and also for other forms of IP in India and Abroad and invites expression of interest. The selection and empanelment of the IP firm will be based on an internal evaluation process. NIT Delhi reserves the right to shortlist firms at any point of assessment of their credentials for the empanelment. The advertisement does not constitute and will not be deemed to constitute any commitment on the part of NIT Delhi for the empanelment. NIT Delhi reserves the right to reject any EOI if it is not in the given format, at any time, a material misrepresentation is made or uncovered, or the firm does not respond promptly and thoroughly to requests for supplementary information required for the evaluation of the EOI. The other terms and conditions are as follows.

1. The responding IP firm must be registered under Indian Law and should have good standing for at least a period of 1 year or more as on 1st August, 2023.
2. Firm must have experience to file of patent applications for clients based in India.
3. The Indian IP firm should possess professional expertise specially in handling patent applications in the field of engineering, Science related inventions/ technologies. (**Organization/Firm/Company** should submit the certificates or the documentary evidences for it)
4. The applying firms should be able to provide services for Filing, prosecution, maintenance, opposition, litigation, revocation, restoration and any other proceedings in respect of patents and all other forms of IP related work comprising services for copyright matters, design, trademark, layout design etc. (**Organization/Firm/Company** should submit the duly signed under taking on their letter head)
5. The applying firms should be able to provide services for other IP related work comprising drafting of agreements, MOU, Freedom to operate searches, assistance in licensing and other IP management matters like IP audit, IP valuation, commercialization strategy and opinion/advice relating to IP matters.. (**Organization/Firm/Company** should submit the duly signed under taking on their letter head)
6. It is desired that applying firm has an established network of foreign attorneys to handle the assigned work with respect to NIT Delhi patent applications and other forms of IPs.
7. NIT Delhi reserves the right to reject any EOI without assigning any reason. NIT Delhi reserves the right to ask for any other information required for the evaluation of the EOI.
8. Applying firms are required to provide undertaking that they fulfil all the requirements of this EOI.
9. After empanelment of the firms, the institute administration is free to allot any patent or IPR related work to any firm. No **Organization/Firm/Company** can raise any objection in this

regard. The empanelment does not guarantee to the **Organization/Firm/Company** that they will be given any work. The institute is free to give any or all work to any empanelled **Organization/Firm/Company**.

10. The institute may remove any **Organization/Firm/Company** or all **Organization/Firm/Company** from empanelment at any point of time without assigning any reason.
11. Institute may cancel the process of empanelment without assigning any reason.
12. Any terms and conditions any be modified or added before finalization of the empanelment process on recommendation of the committee.
13. Please mention following on the top of the envelop "**Application for the empanelment of IPR firm at NIT Delhi**".
14. In case of any query in this regard write email to registrar@nitdelhi.ac.in at least 7 days before the last date of submission of application.
15. Last date of application is 30 September 2023.

The complete filed EOI may kindly be sent to:

Registrar,

National Institute of Technology, Delhi

R48J+6V, Plot No. FA7, Zone, P1, GT Karnal Rd, Delhi, 110036

PAYMENT DETAILS

The registration fees for EOI shall be paid in the below account

Details through NEFT:

Account number: 30320100016540

IFSC : BARB0NARELA

Account Name : Director NIT Delhi General AC