



**BUSINESS PLANNING AND DEVELOPMENT UNIT & IPR CELL
DIRECTORATE OF HUMAN RESOURCE MANAGEMENT
CCS HARYANA AGRICULTURAL UNIVERSITY, HISAR**

**Announcement for the Expression of Interest from Intellectual Property
Counsels/Attorneys/Firms dealing with protection of IPR Instruments**

Scope of Work:

1. Evaluation, drafting, filing, prosecution, opposition and maintenance of Indian patent applications and patents
2. Evaluation, drafting, filing, prosecution, opposition and maintenance of foreign patent applications and patents
3. Securing registration and maintenance of copyright, design, trademark and layout design.
4. Handling IP infringement cases
5. Interaction with inventors

**Terms & Conditions of the Expression of Interest for hiring from Intellectual Property
Counsels/Attorneys/Firms dealing with protection of IPRs**

- **CCS HARYANA AGRICULTURAL UNIVERSITY, HISAR** invites expression of interest in given format from firms dealing in protection of IPRs who can handle the filed and new patents and IPRs in the name of the University initially for the duration of Five year and may be extended based on mutual agreement.
- Selection of the IP firm/Counsel/Attorney will be based on an internal evaluation process.
- **CCS HARYANA AGRICULTURAL UNIVERSITY, HISAR**, reserves the right to shortlist firm.
- The advertisement/application does not constitute and will not be deemed to constitute any commitment on the part of the university.
- **CCSHAU**, Hisar reserves the right to reject any EOI if it is not in the given 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 university reserves the rights to increase or cut short the agreement depending upon the progress of the firm/individual.
- Interested firms/individuals may submit the EOI along with their complete profile in dealing with IPR instruments and rates, terms and conditions of dealing with old and fresh cases of IPR instruments in a sealed envelope by **05.05.2022** to **Director, Human Resource Management, CCS Haryana Agricultural University, Hisar-125004** in sealed envelope super scribed by EOI for IPR Instruments.
- The EOI submitted by the firms shortlisted by the university will be considered and finalized on the basis of the consolidated amount of all the scheduled charges.
- In case any dispute arises between the parties, then the dispute will be amicably settled by the Vice-Chancellor of **CCSHAU**, Hisar and the decision of Vice-Chancellor shall be final.
- The firm shall follow all the rules and regulation of the concerned government department including land law, labour, direct and indirect taxation department and other law enforcement in every respect.

Prequalification Criteria: (Proof/Undertaking must be attached, wherever applicable)

1. The firm/individual must be registered in India.
2. The firm/individual should have minimum three years of experience with Govt. organization/SAUs/ICAR institute.

- 3.The firm/individual should possess professional expertise especially in handling patent applications in the field of agriculture and its allied sectors.
- 4.The firm/individual must have the requisite infrastructure and in-house capability.
- 5.The firm/individual should have a local office in Delhi/ NCR.
- 6.The firm/individual should not have been blacklisted by any Central /State Government / Public Sector Undertaking, Govt. of India.
- 7.The firm/individual should not have been involved in any major litigation that may have an impact of affecting or compromising the delivery of services.

Format of EOI for scheduled charges

Section I: Patents (New Cases)		
1	Application	Amount in Rs. (Excluding official/Govt. Fee)
1.1	Drafting and filing of patent application with provisional specification, complete specification, divisional application or patent of addition. This includes filing of all necessary forms irrespective of time of filing.	
1.2	Drafting and filing of complete specification after filing provisional specification with all necessary forms.	
1.3	Making request for filing patent outside India (Form 25)	
1.4	Seeking permission from National Biodiversity Authority (NBA) for filing IP application under section 6 of The Biological Diversity Act including filing Form-III etc with NBA and related action till NBA permission is obtained	
1.5	Discussion with inventor per hour at attorney's office	
2	Extension a time where Government Fees is also applicable	
3	Prosecution	
3.1	Reporting official action including FER, SER etc, Amending specification and re-filing in response to FER, SER etc (one-time billing irrespective of iterations) including reporting and providing certificate of Patents	
3.2	Discussion/ hearing at Patent Office during prosecution of application per appearance	
3.3	Attending to renewals and sending renewal certificate per year	
3.4	Attending to restoration of lapsed patent, filing petition and attending to payment of fees (Form 15)	
3.5	Working of patents: each report of working under section 146 (form27)	
4	Assignment and Licenses	
4.1	Drafting assignment deed form	
4.2	Filing application for registration for assignment /license (Form 16)	
	(a) One patent	
	(b) each additional patent included at the same time in the same deed	
5	Opposition	
5.1	Drafting and Filing pre-grant opposition	
5.2	Drafting, Filing and prosecuting Post Grant opposition (for or against)	
5.3	Attending hearing per day at patent office in the city of the attorney's office	
5.4	Attending hearing per day at patent office not in the city of attorney's office	

6	Patent revocation/infringement	
6.1	Drafting of infringement/revocation suit (initiating revocation/infringement or defending revocation/infringement one- time billing other than hearing)	
6.2	Representation charges an (In Court)	
6.3	Any other charges, if any (like legal opinion etc)	
7	Consultation charges each hour or part	
8	Prior art search report for novelty, inventiveness and utility	
9	Filing of foreign patent applications	
9.1	Filing of a patent application in each country patent (can be as a percentage of foreign associates bills)	
9 2	Charges for prosecuting each application till grant of patent including all desired action (can be as a percentage of foreign associates bills)	
9.3	Charges for renewal each year (can be as percentage of foreign, associates bills)	
10	Filing of PCT application	
10.1	Preparing and filing a new PCT application an all necessary actions including amendment etc under article 19 / Preliminary examination.	
10.2	Filing national phase applications including changes in the claims if necessary. Charges application as per item 9 only.	
Section II: Designs		
1	Application	
1.1	Application for registration per class based with all essential form including (Form 1, Form 2 and Form 21)	
1.2	Prosecution of design application till registration certificate is provided to applicant	
2	Restoration of lapsed design (Form 4)	
3	Notice of opposition (Form 19)	
4	Request for any Action such as correction of clerical errors (Form 14)	
5	Request for any Action such as certified copies (Form 15 and Form 16)	
6	Appearance any Action such as charges per appearance before patent office	
7	Any Action such as Inspection of registered design (Form 5)	
8	Filing of foreign design applications	
9	Charges for prosecuting each application till registration of design (can be as a percentage of foreign associates bills)	
10	Charges for renewal each year	
Section III: Copyright		
1	Application for registration of copyright (Form IV)	
2	Prosecution and obtaining certificate of copyright	
3	Drafting of any specific forms such as NOC.	
4	Per action (any other action outside the process of filing and obtaining copyright)	
Section IV: Trademarks		
1	Application for registration of trademark including certification trademark (Forms TM 1, TM 4, TM 8, TM 51, TM 52)	
2	Notice for opposition and related actions, till disposal (TM 5, TM 6, T 44)	

3	Request for search and prosecution till issuance of certificate (TM 11)	
4	Restoration & renewal of trademark (TM 13)	
5	Application filing in other countries (should be shown as percentage of the associate's charges) or appearance in hearing etc.	
Section V: Patent (Old Cases)		
1	Drafting and filing application with complete specification in the first instant along with all necessary forms such as Form 1, Form 2, Form 3, Form 5, Form 18 and Form 26	
2	Seeking permission from National Biodiversity Authority (NBA) for filing IP application under section 6 of The Biological Diversity Act including filing Form-III etc with NBA	
3	Obtaining certified copies of patent applications	
4	Reporting official action including FER, SER etc	
5	Amending specification and re-filing in response to FER, SER etc (Form-13)	
6	Subsequent report of corresponding application, if any	
7	Filing of documents after prescribed period with petition of condonation of delay in filing.	
8	Discussion at Patent Office during prosecution of application per appearance	
9	Filing a request for early publication (Form 9)	
10	Reporting of patent in order, obtaining and sending letters patent document	
11	Working of patents: each report of working under section 146 (Form 27)	

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