

Tele : 27157534/2103

Army Institute of Technology
Dighi Hills
Pune – 411015

AIT/0810/CO/03(a)/20-21/Proj

Date : 31 July 2020

Due date : 13 Aug 2020

**CALL FOR QUOTATION: IPR AGENCY TO PROVIDE REQUIRED SUPPORT FOR
THE IPR ACTIVITIES IN AIT**

The institute is looking for an IPR agency to provide required support for the IPR activities. The institute is proposing an association of two years with the agency.

1. Technical support - from patentability Search to Patent Grant (including drafting and filing of Response to Examination Report, Attending hearing and hearing submission)
2. Technical support for all types of IPR – Patent, Design patent, Trademark, Copyright
3. Assistance for commercialisation of the granted patent
4. Additional Services such as -
 - a. Workshop
 - b. FDP/training
 - c. Support to identify whether a project being done at AIT by student/faculty is patentable
 - d. Support to drafting IPR Policy for the Institute.
5. Terms if any, for association with AIT for 2 years
6. All the IPR services provided should be at fixed rate during this period
7. Minimum /maximum patents for which services will be provided during the period
8. In case of MOU, define terms and conditions and services provided.
9. Any other benefit

Sr No	Services	Compliance Yes/No	Fees in Rs per Case (Figures)
Patent Filing			
1.	Prior art search		
2.	Drafting and filing of application with provisional specification		
3.	Drafting and filing of complete specification after filing provisional specification (CAP)		
4.	Drafting and filing application with complete specification in the first instant		
5.	Filing Response to Examination Report		
6.	Attending Hearing and Filing written submitting		
7.	Preparation and filing of various forms if not done earlier at the time of filing application such as Form 3, Form 5, Form 26 or any other		

	forms.		
8.	Preparing and filing a new PCT application		
Design Filing			
1.	Application for design registration in a single class		
2.	Applications for same design registration in additional classes		
3.	Filing a response to the office action		
Copyright Filing			
1.	Application for registration of copyright		
2.	Attending hearing and adducing arguments in support of the application before the Registrar of Copyrights		
3.	Drafting of any specific forms such as NOC		
Trademark Filing			
1.	Drafting & filing in India in a single class		
2.	Drafting & filing in India in each additional classes		
3.	Application for renewal of trademark (TM 10, TM 12)		
4.	Request for search and issuance of certificate		
5.	Restoration & renewal of trademark (TM 13)		
6.	Any others (please specify) – Hearing		
7.	Trademark search		
Additional Services			
1.	Workshop		
2.	FDP/training		
3.	Support to identify whether a project being done at AIT by student/faculty is patentable		
4.	Provisioning of software platform to manage IPRs filed by the Institute		

Fees will be exclusive of GST. Please mention GST charges separately if any.
Compliance to every requirement is mandatory.

10 **Terms and Conditions**.-

- (a) Payment will be made after completion of work and on verification by a Board of Officers that the work is satisfactory.
- (b) Please send your quotation in sealed cover addressed to Director AIT so as to reach this institute on or before 13 Aug 2020. Late quotations shall not be considered.

xx signed xx
(KE Vijayan)
Col
Jt Director
for Director