

राष्ट्रीय प्रौद्योगिकी संस्थान हमीरपुर

हमीरपुर (हि.प्र.) - 177 005 (भारत)

[भारत सरकार शिक्षा मंत्रालय के तहत एक राष्ट्रीय महत्व का संस्थान]

NATIONAL INSTITUTE OF TECHNOLOGY HAMIRPUR

HAMIRPUR (H.P.) - 177 005 (INDIA)

[An Institute of National Importance under Ministry of Education (Shiksha Mantralaya)]

EXPRESSION OF INTEREST

for

**Empanelment of IP FIRMS for Handling IP Application and
Other IP related work for NIT Hamirpur(H.P)**

Tender Enquiry No: NIT/HMR/R&C/EOI(IPR)

Dated: JUNE, 2025

Handwritten signature

(Technical Part)

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1. EXPRESSION OF INTEREST

Empanelment of IP Firms for handling NIT Hamirpur(H.P) IP applications and other IP related work.

National Institute of Technology Hamirpur is one of the thirty-one NITs of the country and an institute of National Importance set up by an act of Parliament namely the National Institute of Technology Act 2007 which received the accent of the President of India on 5th June, 2007. The provisions of Act came into force with effect from 15th August, 2007 as per notification S.O. 1384 (E) dated 9th August, 2007 of the Department of Higher Education, MHRD, New Delhi. As per provisions of the said Act, the Institute runs on non-profit basis.

The goals of the Institute as embodied in logo are truly remarkable in their scope and vision. The Institute offers Bachelor, Master and Doctoral programmes in Engineering, Sciences, Architecture, Management and Humanities. The Institute spares no effort to foster the spirit of national integration among students, a close interaction with industry and laying strong emphasis on research. The institute has the flexibility to evolve and change in response to requirements of the Industry and happenings in technical world. Various programmes serve the purpose of building a comprehensive foundation of knowledge and of enhancing confidence, creativity and innovation in its students.

Expression of Interest (EOI) is requested for empanelment of IP firms for handling NIT Hamirpur's patent applications and for securing and safeguarding protection for other forms of IP in India and Abroad. The applying firms and its counterpart foreign associates should be able to provide services for:

- Novelty search, examination, drafting, filing, prosecution, maintenance, opposition, litigation, revocation, restoration and any other proceedings in respect of Indian and foreign patent applications/patents and for registration/securing of other forms of IP in India and abroad.
- All other forms of IP and related work comprising services for copyright matters, design, trademark, layout design, plant varieties, opposition, litigation, revocation, restoration, representation before Appellate Board in India, miscellaneous actions under the relevant Act and any other proceedings in India.
- 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.



The IP firm should have good standing for at least a period of 5 years or more and must have filed at least 100 foreign patent applications (including PCT applications) for clients based in India. The IP firm should possess professional expertise especially in handling patent applications in the field of Technology, Chemical, Architecture, Management, Humanities and Engineering. The firm must have the requisite infrastructure and be financially sound. The firm should have network of leading foreign attorney firms worldwide who can handle the assigned work with respect to NIT Hamirpur(H.P) patent applications and other forms of IP.

Invited proposals should include the details mentioned in the format which may be downloaded from the NIT Hamirpur website <http://nith.ac.in>.

The 'Techno-legal IP bid' is invited initially. The shortlisted firms will be asked for a presentation before the expert committee. **The Institute can set its own criteria for the shortlisting of firms for the presentation. The format for the submission of 'Financial Bids' will be sent to only those firms who will be shortlisted by the expert committee after presentation.**

The applicant shall mention on the sealed envelope Firm's Name, Phone number & name of the contact person and a line highlighting ' Empanelment of IP Firms for handling NIT Hamirpur(H.P) IP applications and other IP related work at NIT Hamirpur'. Last date of receiving EOI is ~~.14th July, 2025~~. The Sealed envelope may be addressed to Director, NIT Hamirpur, P.O – Anu, Hamirpur, Himachal Pradesh - 177005

NIT Hamirpur(H.P), reserves the right to shortlist firms at any point of assessment of their credentials for the empanelment. This advertisement does not constitute and will not be deemed to constitute any commitment on the part of NIT Hamirpur(H.P).



(2) Information and Instructions for Applicant

- (a) All information called for should be furnished against the relevant items in the prescribed forms. If for any reason, information is provided in a separate sheet, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a 'nil' or "no such case" entry should be made in that column. If any particulars/query is not applicable in case of the applicant, it should be stated as "not applicable". The applicants are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information may result in the applicant being summarily disqualified.
- (b) The applicant should sign each page of the application.
- (c) Overwriting should be avoided. Correction, if any, should be made by neatly crossing out, initialing, dating and rewriting. Pages need to be numbered. Additional sheets, if any added by the service provider, should also be numbered by him.
- (d) References, information and certificates from the respective clients certifying suitability and capability of the applicant should be duly signed.
- (e) The applicant may furnish any additional information which he thinks is necessary to establish the capabilities of the firm to successfully complete the envisaged work. It is, however, advised not to furnish superfluous information. No information shall be entertained after submission of EOI document unless it is called for by NIT Hamirpur(H.P).
- (f) Any information furnished by the applicant found to be incorrect either immediately or at a later date, would render him liable to the termination of the contract.
- (g) Any effort on the part of the applicant or his agent to exercise influence or to pressurize NIT Hamirpur would result in rejection of his application.
- (h) Any application received after deadline for submission of bid prescribed by NIT Hamirpur(H.P) will not be rejected and shall be marked as "late" and not considered for further evaluation. The envelope shall not be opened and shall be returned to the bidder.
- (i) The schedule of the presentation before the expert Committee will be communicated to the participated firms through email.
- (j) The financial bid shall be asked from the firm qualified technically after the presentation by the institute for calling the financial bid.
- (k) **The Institute can set its own criteria for the shortlisting of firms for the presentation** and also reserves the right to select one or more firm for financial quote.
- (l) The Institute have right to keep more than one firm in panel of IP Firms for handling NIT Hamirpur's IP applications and other IP related work.
- (m) The initial term of the empaneled panel is for 2 years which can be extended for a maximum period of 5 years based upon the performance report of the empaneled firm and recommendation of Dean(R&C).

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3. Format for submitting proposal

From

(Firms Name and Address)

To

The NIT Hamirpur (H.P)

Subject: Submission of Expression of Interest for "Empanelment of IP Firms for handling NIT Hamirpur's IP applications and other IP related work. "

Sir,

Having examined the details given in the Terms and conditions of the Expression of Interest for the above work, I/we hereby submit the EOI.

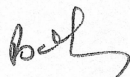
1. I/We hereby certify that all the statements made and information are true and correct.
2. I/We have furnished all information as required in "Profile and Business Competencies of The Firm' which is necessary for EOI and have no further pertinent information to supply.
3. I/We also authorize NIT Hamirpur(H.P) to approach individuals, employees, firms and corporation to verify our competence and general reputation.
4. I/We will make comprehensive presentations before officials of the NIT Hamirpur(H.P) at various stages to explain the functioning and other matter necessary for the empanelment of the attorney.
5. I/We submit the following documents in support of our suitability, technical knowhow and capability for having successfully completed the following assignments.

Seal of the firm

Date of submission

Signature(s) of Applicant(s)
(Authorized signatory with Name and his capacity)

Enclosures:



4. **PROFILE AND BUSINESS COMPETENCIES OF THE FIRM**

1. Profile of the firm.

- a) Full Name of the firm
- b) Complete Address of main office and branch offices along with telephone numbers, email address of the Firm
- c) Email Ids :
- d) Place of work : firm owned/leased
- e) Date of establishment of the firm
- f) Legal Status of the firm (Proprietary basis / partnership firm / public limited)
- g) Particulars of the registrations/certifications if any with various government/nongovernmental bodies (attach attested photocopy)
- h) Particulars of the memberships/partnership if any
- i) Partnership agreement between the firm and its partner clearly highlighting the scope of work for each:
- j) Details of PAN (Permanent Account Number), GST Number, TAN (Tax Deduction and Collection Account Number) and other Important Registration No. may also be provided
- k) Audited balance sheet for last three financial years.
- l) Area of specialization:
- m) (Patents/Trademarks/Copyright/Designs/Litigation/opposition/Contracts/other IP related activities)
- n) Number of professionals (Partners/Associates) presently employed with the firm for patent and related IP work in various fields and their profiles:

Sr. No.	Name of the Professional	Qualification	Area of expertise	Experience (no. of years)	Number of cases handled(Specify whether it is for copyright, Trademark or Patent or any other IP form, litigation/opposition)

both

2. Provide details of number of patent applications or other forms of IP handled by the firm during the last 5 years with respect to:

- (a) Number of patent applications drafted and filed in India from Indian clients and from foreign clients;
- (b) Number of patent applications drafted and filed abroad including PCT applications from Indian clients;
- (c) List of patent applications published /granted related to those handled by Firm;
- (d) Number of cases handled with respect to other forms of IP.

3. Number of litigations/opposition proceedings handled by the firm pertaining to patents, design, trademarks and copyrights during the last 5 years and success rate of the decided cases in favor of the client(s) during this period.

4. Number of Indian/foreign patent applications filed on behalf of other government organizations and industry from India and the name of these organizations.

5. Names of Foreign associates handling the cases in various countries. (Provide a list of foreign associate and basis of their selection along with their international ranking and source of such ranking) as well as details of Indian associates.

6. Names of authorized signatory (ies)/Representative(s) to deal with day to day transactions and to visit NIT Hamirpur(H.P) to discuss the functional and technical matters with respect to IP related matters.

7. Procedures adopted by the firm in regard to maintaining security of information related to hard copies and computer-based transaction/ exchange of information between the clients and the firm.

8. Testimonials/references from the present clients.

9. Was the applicant ever required to suspend the works for a period of more than six months continuously after award of work? If so, give the reasons for the suspension of work.

10. Has the applicant or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, reasons for abandonment.

11. Has the applicant or any constituent partner in case of partnership firm, ever been convicted by a court of law? If so, give details.

12. Any other information considered necessary but not included above.

(Signature, name and designation of the authorized signatory)

For and on behalf of

