

Govt. of NCT of Delhi  
**Delhi Pharmaceutical Sciences & Research University**  
 PushpVihar, Sec-3, New Delhi- 110017

F.No. 10/801/Admn/DPSRU/2018/7309

Dated: 24/8/2020

**Sub: - Request for the quotation for hiring of patent agent for PCT patent filing**

Sealed quotations are invited for the "Hiring of patent agent for PCT Patent filing" at Delhi Pharmaceutical Sciences & Research University, New Delhi. While submitting quotations the following procedures are required to be completed:

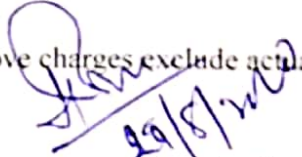
1. Sealed Envelope containing the quotations marked "Hiring of patent agent for PCT Patent filing" upon its cover with reference to date of this notice should reach the DPSRU not later than 24/08/2020 by 11.00 am. The quotations should reach in the name of Offg. Registrar, DPSRU.
2. The rated quotes must be delivered to the University, New Delhi and must be inclusive of all other charges like packing, forwarding, GST etc.
3. Bids will be opened on 24/08/2020 by 3.00 pm at DPSRU. Your authorized representative having proper authority letter may be present at the time of opening of quotations.
4. The quotation after the date and time will not be considered.
5. Patent agent must be Registered Patent Agent.
6. Only typed quotations will be accepted and the total amount to be paid will be mentioned in words and figures for the below mentioned work.
7. The University reserves the right to accept the quotation in part/full or reject them even if they are the lowest Specification.

*The following items are required to be specified in quotation:*

S. N.	Nature of work	Specification
1.	PCT patent filing	To draft the International PCT application as per currently existing rules and regulations. Filing of PCT application, correspondence with RO,ISA and IPEA, and do compliance of query raised by RO,ISA and IPEA.

**Terms and conditions:**

- Bids are invited for PCT patent filing
- Patents search per project & consultancy before file patent
- Process of file patent (Drafting of application after the collection of material from inventor, filing a patent to patent office and sending the receipt)
- Information about patent publications, file request for early examination
- Filing answers to queries raised
- Process file case before patent Attorney/review
- Obtaining final patent copy
- Application for naming the patent (over and above fee). All above charges exclude actual fee to be paid to the office for which original record/receipt.

  
 29/8/2020  
**Prof. Harvinder Popli**  
 Offg. Registrar