



भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान पुणे
INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH PUNE
IISER/PUR/1498/19
PREBID CLARIFICATION ON GeM TENDER NUMBER - GEM/2023/B/3394467

EMPANELMENT OF INTELLECTUAL PROPERTY (IP) FIRMS

बौद्धिक संपदा (आईपी) फर्मों के पैनल के लिए संस्थान की वेबसाइट www.iiserpune.ac.in और GeM पोर्टल पर 12/05/2023 को प्रकाशित एक खुली निविदा का संदर्भ लें।

Refer to an open tender published on the Institute website www.iiserpune.ac.in and on the GeM Portal on 12/05/2023 for Empanelment of Intellectual Property (IP) Firms.

प्री-बिड मीटिंग 19/05/2023 को शाम 3.00 बजे आयोजित की गई और बैठक का कार्यवृत्त निम्नानुसार है:
Pre-Bid meeting was held on 19/05/2023 at 3.00 PM and minutes of meeting is as under:

प्रारंभ में, समिति ने सभी सदस्यों और संभावित बोलीदाताओं के प्रतिनिधियों का स्वागत किया और सामान्य तौर पर निविदा के दायरे की जानकारी दी और उसके बाद सहायक कुलसचिव (भंडार एवं क्रय) से बोली लगाने वालों को निविदा की मुख्य विशेषताओं के बारे में जानकारी देने का अनुरोध किया।

At the outset, the committee welcomed all the Members and the representative of the Prospective Bidders and briefed in general the scope of the tender and thereafter requested Assistant Registrar (S&P) to brief the bidders on the salient features of the tender.

उपस्थित प्रतिनिधि दिए गए उत्तरों से संतुष्ट थे और यह सूचित किया गया था कि प्री / बिड कॉन्फ्रेंस के दौरान की गई चर्चा के अनुसार दिए गए सुधार-स्पष्टीकरण को / परिवर्धन IISER पुणे की वेबसाइट पर होस्ट किया जाएगा और सभी संभावित बोलीदाताओं को बोली दस्तावेजों में निर्धारित अनुसार अपनी बोली जमा करने से पहले प्री-बिड सम्मेलन की कार्यवाही का संज्ञान लेना आवश्यक है।

The representatives present were satisfied with the replies given and it was informed that the corrections / additions / clarifications given, as discussed during the Pre-Bid Conference would be hosted on the website of IISER Pune and all the Prospective Bidders are required to take cognizance of the proceedings of the Pre-Bid Conference before submitting their bids as stipulated in the Bidding Documents.

हमारी आईआईएसईआर वेबसाइट www.iiserpune.ac.in और GeM portal पर जारी नोटिस के अन्य नियम और शर्तें अपरिवर्तित रहेंगी। इस संबंध में और कोई पत्राचार नहीं किया जाएगा।

The other terms & conditions of the notice issued on our IISER website www.iiserpune.ac.in and GeM portal will remain unchanged. No more correspondence in this regard will be entertained.

बैठक अध्यक्ष के धन्यवाद प्रस्ताव के साथ समाप्त हुई।

The meeting ended with vote of thanks to the Chair.

19/05/2023

19/05/2023

सहायक कुलसचिव (भंडारण एवं क्रय)

Assistant Registrar (S&P)

TECHNICAL AND COMMERCIAL QUERIES AND CLARIFICATION**PRE-BID CONFERENCE FOR EMPANELMENT OF INTELLECTUAL PROPERTY (IP) FIRMS**

S. No.	Query/Clarification Sought	Clarification / Amendment
1	Can we file as a consortium of sister concern companies?	Yes, bid can be submitted as JV. However registration shall be done by one of the consortium member only, and that registered firm only will be considered for the entire process.
2	One of our sister concern companies is in process of merger with another sister concern companies, can we submit "board resolution" to that effect?	No, bid cannot be submitted on the basis of "Board resolution" by the sister concern company.
3	As indicated by you, exemption of EMD is applicable to MSME entity provided due certificate is submitted. Kindly clarify if exemption is also applicable re tender fees.	Yes, exemption is applicable to tender fee.
4	We note that financial quotes have to be submitted including GST, however, under reverse charge mechanism GST is to be paid by Recipient. Hence in our case (Sole Proprietorship Firm) GST is not deposited by the Law Firm. In this scenario, kindly confirm if we may quote charges without including GST.	Yes, under reverse charge mechanism GST is to be paid by Recipient. Hence, please quote without GST. Mention in the document clearly the costs exclude GST.
5	With regard to requirement of submitting client certificate(s) having at least 5 years of experience in providing IP services to Central/State Government related organizations, no specific number of Certificates from such government clients have been indicated to be submitted in the bid document. If there is any specific number of government client certificates required, kindly advise.	Bidder may submit atleast 3 client certificates they wish to submit substantiating their claim of 5 years of experience in providing IP services. The certificate to be obtained on client letterhead mentioning period of services and type of service(s) provided during contract period.

6	<p>Kindly let us know the full form of “IDS” as mentioned in page 2 of “Proforma for evaluation of technical performance of the tendering agency/firm/company”. We understand it as the Information Disclosure Statement, however want to confirm this understanding with you.</p>	<p>IDS is Information Disclosure Statement.</p>
7	<p>For the technical evaluation, the bidder is required to submit the number of IP filings and grants in India and abroad in the last 3 years along with supporting documents. As per our understanding, the supporting documents are:</p> <ol style="list-style-type: none"> 1. POA 2. Filing Receipts 3. Filing Instructions sent to our Foreign Associates (for filing applications abroad). 	<p>For IP Filing’s, provide a tabular summary of filed patent’s. Filing Receipt’s from the respective patent office would suffice.</p> <p>For Granted patent outside India, provide a tabular summary of granted foreign patent details including foreign attorney IPR firm details, filing instructions of Indian IP firm sent to foreign attorney firm. Submit patent registration certificate as supporting document.</p> <p>For Granted patent in India, a tabular summary of Granted patent managed by Indian attorney office along with patent registration certificate copy may be submitted.</p>