



**Kerala State Council for Science, Technology &
Environment**

Sasthra Bhavan, Pattom, Thiruvananthapuram

CALL FOR EXPRESSION OF INTEREST

**Call for Expression of Interest for the empanelment of Intellectual
Property Firms for KSCSTE**

A. General Information

1. Background

The Kerala State Council for Science, Technology and Environment (KSCSTE) is an autonomous body under the Department of Science & Technology, Govt. of Kerala, constituted as an Agency for change and development in the State through science and technology. KSCSTE prepares the road map for development through scientific research and innovation in technologies. Intellectual Property Rights Information Centre – Kerala (IPRIC-K)' functioning in Kerala State Council for Science, Technology & Environment (KSCSTE) is the Nodal Agency of the Kerala State for all the Intellectual Property Rights (IPR) related services and matters. IPRIC-K has been providing IPR related services to all the Departments, Organizations, Institutions, Scientists, Researchers, Academicians, Individual Innovators, etc, in the State of Kerala. IPRIC-K has been conducting IPR awareness programmes throughout the State to generate awareness about IPR among the people from different walks of life. IPRIC-K drafts the Govt. policies/rules on IPR related matters and acts as the Advisory Centre to the Govt. on such matters. IPRIC-K has been providing services on all forms of IPR including Patents, Copyrights, Trademarks, Industrial Designs, Geographical Indications, Traditional Knowledge, etc. IPRIC-K has been facilitating the filing of IPs generated from the State.

KSCSTE invites Expression of Interest (EOI) for the empanelment of IP Firms for KSCSTE for facilitating the drafting, filing and prosecution of IP applications including Patents, Trademarks, Copyrights, Industrial Designs, Geographical Indications, IC Layout Designs, Protection of new plant varieties, Trade secrets, etc, referred by KSCSTE. The Firm shall provide Advisory support to KSCSTE on all the matters related to IPR and IP Management. The Firm shall provide services with regard to the drafting, filing and prosecution of IP applications referred by KSCSTE, in India and abroad. They should lodge and defend oppositions, objections, rectifications and invalidation proceedings for all types of IPR. The Firm shall also support the inventors in preparing the Technology Transfer/Licence Agreements, if required.

2. Eligibility Criteria:

- ❖ The Firm responding to this Expression of Interest must be registered under the Indian Law and should have good standing for at least 20 years in the field of IPR.
- ❖ The Firm responding to this Expression shall have adequate resources and necessary technical experts in all areas of specialization in Science, Engineering & Technology. The Firm must employ minimum of 20 full time Patent/Trademark Attorneys.
- ❖ The Firm must presently be in contract with any Central/State Govt. Organizations/ Institutions/ Departments/ Universities/R&D Institutions/Industries, for facilitating the protection of IPs of such Organizations.
- ❖ The Firm must have excellent track record in the areas of IP filing, prosecution and litigation, in India and abroad.
- ❖ The Firm should be able to provide services with regard to the filing, prosecution, maintenance, opposition, litigation, revocation, restoration and any other proceedings in respect of all forms of IPR, in India and abroad.
- ❖ The Firm should be able to provide services on the matters including drafting of various Agreements, MOUs, Assistance in licensing matters, IP Auditing,

IP Valuation, Commercialization Strategy and opinion/advice related to various matters pertaining to IPR.

- ❖ Only Indian IP Law Firms can submit the Expression of Interest. Response from Individual IPR Experts/ Non IPR law firms will not be considered.
- ❖ The Firm should have counterpart IP Firms in other countries for providing services with regard to the protection of IPs abroad and the details of such firms shall be included in the EoI.

3. Selection Criteria

KSCSTE will evaluate and assess the Technical and Financial proposals from the Firms for the empanelment of IP Firms for KSCSTE. IP Firms responding to this Expression of Interest must offer complete services in relation to the searching, drafting, filing and prosecution of all IP applications. The list of services required from the Firm for each type of IPR are as follows;

3.1 Patents:

- ❖ Assistance to the innovators in developing the strategy for protecting their patents.
- ❖ Advisory support through Expert opinion on Patentability, Freedom-To-Operate (FTOs), Invalidity, Infringement and Due diligence.
- ❖ Conducting Patentability search, Freedom to Operate search, Patent validity/ invalidity search, Patent Landscape, Patent Analysis, Patent Mapping, Patent Infringement, etc.
- ❖ Drafting of Patent Specifications (Provisional/ Complete/ Divisional/ Patent of Addition/ PCT applications) in all technical fields.
- ❖ Filing of Indian Patents, PCT applications, Patent applications in foreign countries.
- ❖ Prosecution of Patent applications including processing of all office actions arising between filing and grant stages;
- ❖ Litigations including Oppositions, Revocation proceedings and Infringement actions.
- ❖ Post Registration services related to Renewal and Maintenance of patents.
- ❖ Services related to Licensing and Assignment Agreements, Due Diligence and all other related activities.

3.2 Copyrights:

- ❖ Preparing and filing Copyright applications in India and foreign countries.
- ❖ Infringement and validity advice to the applicants of Copyrights.
- ❖ Services related to opposition, rectification and cancellation of copyrights.
- ❖ Services associated with Transmission and Franchisee Agreements, Licensing and Transfer of Copyrights.
- ❖ Post Registration assistance and Anti-piracy measures for safeguarding assignments.

3.3 Trademarks:

- ❖ Trademark availability search.
- ❖ Drafting, Filing and Prosecution of Trademark applications at the Trademark Registry.
- ❖ Drafting, Filing and Prosecution of Trademark applications through Madrid Protocol.
- ❖ Journal Watch and Post-Registration services

- ❖ Services related to Opposition Proceedings, Rectification and Cancellation proceedings.
- ❖ Renewal of Trademarks and Post Registration Services.
- ❖ Licensing, Assignment, Registered user; Transmission and Franchisee Agreements, Due Diligence and Investigations.

3.4 Industrial Designs:

- ❖ Local and International prior art search.
- ❖ Drafting, Filing and prosecuting the applications for Design Registration.
- ❖ Infringement and Validity opinion services.
- ❖ Registration and Post Registration services.
- ❖ Litigation: Cancellation proceedings, Appeals, Civil suits for infringement.
- ❖ Journal watch and Post Registration Services.
- ❖ Renewal and Maintenance of Industrial Designs.
- ❖ Assignment and Licensing services.
- ❖ Service related to Portfolio Management.

3.5 Geographical Indications (GI):

- ❖ Drafting and Filing applications for Registration of GI.
- ❖ Due Diligence prior to filing of GI Application.
- ❖ Opposition Proceedings before the GI Registry.
- ❖ Rectification and Cancellation Proceedings before GI Registry.
- ❖ Prosecution of GI applications including attending to Consultative Group discussions.
- ❖ Authorized User Agreements, Filing of authorized user requests at GI Registry.
- ❖ Post Registration assistance of Name/Address change of Registered Proprietor.
- ❖ Regular monitoring of GI Journal.
- ❖ Renewal and Maintenance of GI Registrations.

3.6 Layout Design of Integrated Circuits:

- ❖ Drafting and Filing of Layout Design of Integrated Circuits applications under Semiconductor Integrated Circuit Layout Design Act, 2000 (SICLDA).
- ❖ Services related to the opposition proceedings of layout design registration.
- ❖ Cancellation, Rectification and Restoration services.

3.7 Protection of new plant varieties:

- ❖ Advising and assisting the applicants in determining the availability of a variety for registration, seeking clearance from Plant Variety Registry, searches in the Official Journal of Plant Varieties, Denomination clearance, fulfillment of registrability criteria.
- ❖ Gene and protein sequence searches.
- ❖ Filing Notices of opposition/cancellation against any application/registration of infringing varieties.
- ❖ Assisting applicants in enforcement of their rights in their registered plant varieties
- ❖ Assisting applicants in research and commercialization of registered plant varieties.

3.8 Trade Secrets:

- ❖ Preparing invention assignment deeds, research and manufacturing agreements, technical cooperation agreements, technical know-how transfer agreements, Employment Agreements, Non-disclosure Agreements related to confidential and proprietary information.
- ❖ Injunction service for preventing a licensee, employee, vendor or other party from disclosing a trade secret.
- ❖ Filing compensation application for any losses suffered due to the disclosure of trade secrets.

3.9 Other Services:

- ❖ Provide legal assistance to KSCSTE on the formulation of policies, rules and other documents with regard to IPR and IP Management.
- ❖ Provides technical and legal advice to KSCSTE on IPR related matters, as and when required.
- ❖ Provides technical support for generating IPR awareness in the State by deputing Experts as Resource Persons.

4. Period of Execution

Empanelment of Intellectual Property Firms will be initially for a period of 3 years. The term may be extended further and it will be strictly based on the performance of the Firms. KSCSTE reserves the right to issue other Expressions of Interest, at any point of time it deems appropriate, in order to continuously update the number of Firms in the panel. KSCSTE also reserves the right to remove a Firm from the Panel at any point of time, with one month notice period, if the performance of the Firm is not satisfactory.

5. Standard Fees

Firms should propose their best possible concessional charges for the various services offered including the statutory fees to be paid in the IP Office. Firms shall submit their lowest charges (including the statutory fees) for the searching, drafting, filing and prosecution of IP applications in the prescribed format attached with the EoI document in two categories; (i) Individual Innovators/Start ups/ MSME's/ Educational Institutions (ii) Govt. Departments, Govt./Private Organizations /R&D Institutions/ Large Industries.

B. Terms and Conditions:

IP Firms must confirm that, in the event that they would be put on KSCSTE's Panel list, they would be ready to abide with the conditions detailed hereunder: -

1. Expression of Interests shall be evaluated according to the selection criteria outlined in this document and will be done by a Technical/Expert Committee constituted by KSCSTE for the purpose. The Committee may invite the Firms for presentations on their expertise and competence and their proposals during the course of process of Empanelment and participation of Firms in such meetings is mandatory for considering in the selection process.

2. IP Firms expressing their interest must be willing to work on per - case – basis.
3. The Schedule of Charges quoted by the Firm shall include the GST/ other applicable Govt. taxes. No extra amount other than the quoted amount will be paid.
4. In the cases where payment is made by KSCSTE, KSCSTE shall make the payment in full as per the agreed fee structure on the submission of invoice along with filing receipt from IP Office and copy of document(s) filed at IP Office. Payments shall be made in Indian Rupees.
5. In the cases where the Applicant is bearing the expenses, they shall make the payment as per the agreed fee structure, as per the standard procedure of the Firm and on mutually agreed terms. The Firm shall provide the Applicant with invoice, filing receipt from IP Office, copy of document (s) submitted at IP Office and the receipt for the payment received. Payments shall be made in Indian Rupees.
6. The Firm shall take it upon itself to offer the best possible services and to draft IP applications and other documents in a professional manner, in order to increase the chances of getting the IPs granted.
7. KSCSTE and the Firm shall treat all the documents and information received in connection with the Expression of Interest, project proposal and any agreements as private and confidential. The Parties shall not, save in so far as may be necessary for the purpose of the contract's execution, publish or disclose any particulars of the contract without the prior consent in writing of the other Party.
8. The working language for contracts, proposals and all communication shall be English.
9. The Firm will keep the contact person at KSCSTE informed throughout the application process.
10. The Firm shall depute their Technical Experts as Resource Persons for handling the technical sessions on IPR in the awareness Seminars/Workshops/Webinars/Conferences organized by KSCSTE, throughout the State of Kerala. The Resource Persons deputed will be provided with Honorarium, Travel Expenses, Local hospitality and Logistics, as per the norms of KSCSTE.
11. KSCSTE retains the right to remove the Firm from the panel, with one month notice period, in the case that any of the Terms and Conditions listed here are not adhered to. In the event that the firm is in breach of any obligations arising of these Terms and Conditions and/or any subsequent agreement that may be signed, it reserves the right to rescind the agreement, without prejudice to its right to claim damages at law
12. Any dispute arising out of the terms and conditions shall be subject to Trivandrum/ Kerala.
13. KSCSTE reserves the rights to reject any or all the Expression of Interests, if it does not suit the specified requirements. KSCSTE reserves the right to issue further conditions that may be necessary, to ensure the optimum deal and benefits for KSCSTE. No appeal can be made against the decision of KSCSTE.

PROFILE AND COMPETENCE OF THE FIRM

1. Name of the Firm:
2. Full Address of Head Office and Branch Offices with contact details:
3. Year of Establishment and Registration No:
(Attach copy of the Registration Certificate)
4. Legal Status of the Firm (Privately Owned, Ltd., PLC, LLP, etc.) :
5. Particulars of the Memberships/Partnership, if any :
6. Areas of Specialisation:
(Patents/Copyrights/Trademarks/Industrial Designs/GI/other IP Forms/
Litigations/Oppositions/Contracts)
7. GST Number:
8. Details of PAN and TAN :
9. Name and Designation of the Head of the Organization:
10. Contact details of the Head of Organization (Tel No, Mob No, Email, Fax) :
11. Organizational Structure of the Firm:
12. Accreditation Details of the Organization:
13. Name and Designation of the Contact Person in the Firm:
14. Contact details of Contact Person (Tel No, Mob No, Email) :
15. Business details of the Firm:
(List the services provided)
16. Is the Firm part of a Group? If so, Name of Group: (please send details of Group structure):
17. Audited Accounts Statements for the last 2 financial years, along with Annual Turnover of the Firm:

18. Indicate the Range of Services provided by the Firm (Cross out whichever does not apply)

Form of IPR	Prior art/ FTO/ Clearance / Availability Search (YES/NO)	Assistance for Drafting and Filing (YES/NO)	Prosecution and Processing Assistance (YES/NO)	Litigation Assistance/ Service (YES/NO)	Post Registration Service (YES/NO)
Patents					
Copyrights					
Trademarks					
Industrial Designs					
Geographical Indications					
Layout Design of IC					
Protection of Plant varieties & Farmers' Rights					
Trade Secret					

19. Details of Human Resources in the Firm:

Sl No	Head	Full Time	Part Time
1	No. of Patent Attorneys		
2	No. of Trademark Attorneys		
3	Technical Staff		
4	Administrative Staff		
5	Interns		
6	Other Staff		
	Total		

20. Details of Professionals (Partners/Associates) presently employed with the firm for IP related works in various fields and their profiles

Sl No	Name of Professional	Qualification	Area of Specialisation	No. of years of experience	No. of cases handled (specific whether it is for Patent, Copyright, Trademark, or any other IP form, litigation/ opposition)

Note: Attach the brief profiles of all the Partners/Associates separately.

21. Provide the details of IP applications handled by the Firm during the last 5 years.

Form of IPR	No. of Applications Filed/ Registered in India	No. of Applications granted	No. of Applications filed/ registered outside India	No. of Applications granted
Patents				
Copyrights				
Trademarks				
Industrial Designs				
Geographical Indications				
Layout Design of ICs				
Protection of Plant varieties				

22. Please furnish the number of Litigations/Opposition proceedings handled by the firm with respect to Patents, Copyrights, Trademarks, Industrial designs and other IPs during the last 5 years and the success rate of decided cases in favour of the client(s) during the period:

23. Number of Indian/ Foreign Patent applications filed on behalf of Govt. Organizations/ Departments/Institutions/Industries and the name of these Organizations:

24. Furnish the names of the Foreign Partnering IP Firms (Associates) who are handling the cases in various Countries, along with the names of the Countries

25. Testimonials /References from the present clients (Central/State Govt. Organizations, R&D Institutions, Universities, Public Sector Undertakings, etc) in their letter head including the period of service.

26. Time frame for filing an application (including discussing with inventors, conducting search (if applicable), drafting the application and file in IP Office):

Sl No	Form of IPR	Time Frame (in months)
1	Patents	
2	Copyrights	
3	Trademarks	
4	Industrial Designs	
5	Geographical Indications	
6	Layout Design of ICs	
7	Protection of Plant varieties	

27. Mode of filing the Applications, Responses and other documents in the IP Office (Online/Offline):

28. Maximum Number of IP applications which can be processed in a month:

Sl No	Form of IPR	No. of applications
1	Patents	
2	Copyrights	
3	Trademarks	
4	Industrial Designs	
5	Geographical Indications	
6	Layout Design of ICs	
7	Protection of Plant varieties	

29. Furnish the Schedule of Charges for providing services with respect to the searching, drafting, filing and prosecution of IP applications in the prescribed format attached. Charges for the Individual Innovators/ Startup/ MSMEs/ Educational Institutions and Govt. Departments, Govt./Private Organizations/R&D Institutions/ Large Industries) shall be proposed separately.

30. Validity of the Schedule of the Charges quoted (in years):

Declaration:

1. I/We hereby certify that all the statements made and information provided is true and correct.
2. I/We will make detailed presentation before KSCSTE at various stages to explain the functioning and other matters necessary for the empanelment of the IP Attorney.
3. I/We submit the following documents in support of our suitability, technical know how and capability for having successfully completed the following assignments.
4. I/We abide with the conditions laid out in the tender document. I/We understand that the provision of inaccurate or misleading information in this declaration may lead to my organization being excluded from participation in this Expression of Interest.

Signature:

Name and Designation:

Date:



**Kerala State Council for Science, Technology & Environment,
Sasthra Bhavan, Pattom, Trivandrum.**

**Charges (E-filing) for processing the Patent applications from Individual Innovators/
Start-ups/ MSMEs/ Educational Institutions**

SI No.	Item	Professional Charge (Rs.)	Statutory fees (Rs.)	Total Charges (Rs.)
1.	Conducting prior art patent database search and giving opinion on the patentability status of invention			
2.	Drafting Provisional Specification (includes discussion with the Inventors)			
3.	Filing Provisional Specification			
4.	Drafting Complete Specification (includes discussion with the Inventors)			
5.	Drafting Complete specification as continuation of filing of Provisional specification			
6.	Preparation of drawings during the drafting of Complete specification (if any) – per drawing			
7.	Filing Complete Specification			
8.	Filing Request for Early Publication			
9.	Filing Request for Examination			
10.	Filing Request for Expedited Examination			

11.	Drafting and filing Statement of Opposition (during pre-grant and post grant opposition)			
12.	Preparing and filing Representation opposing grant of Patent (pre grant)			
13.	Drafting and Filing Response to Examination Report			
14.	Attending hearing at Patent Office.			
15.	Preparing and filing Request for Adjournment of hearing			
16.	Preparing and filing Written submission of hearing			
17.	Visit outside Office to discuss with the Inventors or with the Patent Offices. Local visit Outstation visit			
18.	Preparing and Filing of application regarding Mention of Inventor as Such in a Patent			
19.	Preparing and filing Representation opposing grant of patent (Post grant)			
20.	Preparing and Payment of Renewal fees			
	3 rd year to 6 th year			
	7 th year to 10 th year			
	11 th year to 14 th year			
	15 th year to 20 th year			
21.	Preparing and Filing Application for Permission for Making Patent Application Outside without filing in India			
22.	Drafting and filing PCT application (including the official fee)			

23.	Drafting and Filing application before USPTO (excluding the official fee)			
24.	Drafting and Filing application before EPO (excluding the official fee)			
25.	Preparing and Filing Application for Extension of Time			
26.	Preparing and Filing Request Regarding any Change in Applicant for Patent			
27.	Preparing and Filing application for Amendment of patent application or other related documents			
28.	Preparing and filing for Revocation of a Patent for certain reasons of non-Working			
29.	Filing Application for Restoration of Patent			
30.	Preparing and Filing Application for Grant/ Termination of Compulsory Licence			
31.	Preparing and Filing Application for Termination of Compulsory Licence			
32.	Filing for Revision of Terms and Conditions of Licence			
33.	Preparing and Filing Statement regarding the Working of the Patented Invention on Commercial Scale in India			
34.	Filing Request for Withdrawal of Application for Patent			
35.	Filing for Review/setting aside Controller Decision/Order			

36.	Drafting and filing Patent of Addition			
37.	Handling Issues on the Infringement of Patents			
38.	Please furnish any other relevant services related to the filing & prosecution of Patents, not covered above in the schedule, along with the charges. (Please add additional rows for each such service)			

Note:

- The documentation/stationery expenses in connection with the preparation and processing of the patent applications and GST/ applicable Govt. taxes shall be included in the charges. No extra amount in the Professional charges over and above the quoted amount shall be paid.
- The Statutory fees will be based on the prevailing rate. Subject to change based on revision by the Government.

Signature:

Name and Designation:

Date:



**Kerala State Council for Science, Technology & Environment,
Sasthra Bhavan, Pattom, Trivandrum.**

**Charges (E-filing) for processing the Patent applications from Govt. Departments, Govt./
Private Organizations, R&D Institutions & Large Industries**

Sl No.	Item	Professional Charge (Rs.)	Statutory fees (Rs.)	Total Charges (Rs.)
1.	Conducting prior art patent database search and giving opinion on the patentability status of invention			
2.	Drafting Provisional Specification (includes discussion with the Inventors)			
3.	Filing Provisional Specification			
4.	Drafting Complete Specification (includes discussion with the Inventors)			
5.	Drafting Complete specification as continuation of filing of Provisional specification			
6.	Preparation of drawings during the drafting of Complete specification (if any) – per drawing			
7.	Filing Complete Specification			
8.	Filing Request for Early Publication			
9.	Filing Request for Examination			
10.	Filing Request for Expedited Examination			
11.	Drafting and filing Statement of Opposition (during pre-grant and post grant opposition)			

12.	Preparing and filing Representation opposing grant of Patent (pre grant)			
13.	Drafting and Filing Response to Examination Report			
14.	Attending hearing at Patent Office.			
15.	Preparing and filing Request for Adjournment of hearing			
16.	Preparing and filing Written submission of hearing			
17.	Visit outside Office to discuss with the Inventors or with the Patent Offices. Local visit Outstation visit			
18.	Preparing and Filing of application regarding Mention of Inventor as Such in a Patent			
19.	Preparing and filing Representation opposing grant of Patent (Post grant)			
20.	Preparing and Payment of Renewal fees			
	3 rd year to 6 th year			
	7 th year to 10 th year			
	11 th year to 14 th year			
	15 th year to 20 th year			
21.	Preparing and Filing Application for Permission for Making Patent Application Outside without filing in India			
22.	Drafting and filing PCT application (including the official fee)			
23.	Drafting and Filing application before USPTO (excluding the official fee)			

24.	Drafting and Filing application before EPO (excluding the official fee)			
25.	Preparing and Filing Application for Extension of Time			
26.	Preparing and Filing Request Regarding any Change in Applicant for Patent			
27.	Preparing and Filing application for Amendment of patent application or other related documents			
28.	Preparing and filing for Revocation of a Patent for certain reasons of non-Working			
29.	Filing Application for Restoration of Patent			
30.	Preparing and Filing Application for Grant of Compulsory Licence			
31.	Preparing and Filing Application for Termination of Compulsory Licence			
32.	Filing for Revision of Terms and Conditions of Licence			
33.	Preparing and Filing Statement regarding the Working of the Patented Invention on Commercial Scale in India			
34.	Filing Request for Withdrawal of Application for Patent			
35.	Filing for Review/setting aside Controller Decision/Order			
36.	Drafting and filing Patent of Addition			
37.	Handling Issues on the Infringement of Patents			

38.	<p>Please furnish any other relevant services related to the filing & prosecution of Patents, not covered above in the schedule, along with the charges.</p> <p>(Please add additional rows for each such service)</p>			
-----	--	--	--	--

Note:

- The documentation/stationery expenses in connection with the preparation and processing of the patent applications and GST/ applicable Govt. taxes shall be included in the charges. No extra amount in the Professional charges over and above the quoted amount shall be paid.
- The Statutory fees will be based on the prevailing rate. Subject to change based on revision by the Government.

Signature:

Name and Designation:

Date:



**Kerala State Council for Science, Technology & Environment,
Sasthra Bhavan, Pattom, Trivandrum**

**Charges (E-filing) for processing the Copyright applications from Individuals/Start-ups/
MSMEs/ Govt. Organizations/ Departments/ R&D Institutions/Universities/Educational
Institutions/Large Industries**

Sl No.	Item	Professional Charges (Rs)	Statutory fees (Rs.)	Total Charges (Rs.)
1.	Drafting and filing of Copyright application for literary, dramatic, musical and artistic works			
2.	Drafting and filing of Copyright application for Cinematographic films			
3.	Drafting and filing of Copyright application for Sound Recordings			
4.	Preparing and filing Response to the Objections for Copyrights			
5.	Preparing and filing Response to the Opposition against Copyright application			
6.	Filing application for Registration of changes in Particulars of Copyright			
7.	Drafting and filing Response to the Relinquishment of Copyright			
8.	Attending hearing at Copyright Office, New Delhi			
9.	Preparing and filing Written submission of hearing			

10.	Preparing Copyright Assignment Agreement			
11.	Preparing Software License Agreement			
12.	Handling issues with regard to the Copyright Infringement			
13.	<p>Please furnish any other relevant services related to prosecution of Copyrights, not covered above in the schedule, along with the charges.</p> <p>(Please add additional rows for each such service)</p>			

Note:

- The documentation/stationery expenses in connection with the preparation and processing of Copyright applications and GST/ applicable Govt. taxes shall be included in the charges. No extra amount in the Professional charges over and above the quoted amount shall be paid.
- The Statutory fees will be based on the prevailing rate. Subject to change based on revision by the Government.

Signature:

Name and Designation:

Date:



Kerala State Council for Science, Technology & Environment
Sasthra Bhavan, Pattom, Trivandrum

**Charges (E-filing) for processing the Trademark applications from Individuals/Start-ups/
MSMEs/ Govt. Organizations/ Departments/ R&D Institutions/Universities/Educational
Institutions/Large Industries**

Sl No.	Item	Professional Charges (Rs)	Statutory fees (Rs.)	Total Charges (Rs.)
1.	Conducting Trademark search and giving opinion on the availability of the mark			
2.	Drafting and Filing of Application for Registration of a Trademark /Collective Mark / Certification Mark / Series of Trademark for specification of goods or services included in one or more than one classes.			
3.	Preparing and filing Response to the Objections/Examination Report for Trademark			
4.	Filing Request for Search and issue of Certificate			
5.	Filing Request for Expedited Search and issue of Certificate			
6.	Preparing and Filing application for Renewal of Trademark Registration			
7.	Preparing and Filing application for Renewal of Collective Mark/ Certification Mark			
8.	Preparing and Filing application for Renewal of Trademark Registration with surcharge of registration			

9.	Preparing and filing Response to the Opposition against Trademark application			
10.	Attending hearing at Trademark Registry, Chennai			
11.	Preparing and filing Written submission of hearing			
12.	Handling issues with regard to the Infringement of Trademarks			
13.	Please furnish any other relevant services related to prosecution of Trademarks, not covered above in the schedule, along with the charges. (Please add additional rows for each such service)			

Note:

- The documentation/stationery expenses in connection with the preparation and processing of Trademark applications and GST/ applicable Govt. taxes shall be included in the charges. No extra amount in the Professional charges over and above the quoted amount shall be paid.
- The Statutory fees will be based on the prevailing rate. Subject to change based on revision by the Government.

Signature:

Name and Designation:

Date:



Kerala State Council for Science, Technology & Environment
Sasthra Bhavan, Pattom, Trivandrum.

**Charges (E-filing) for processing the Industrial Design applications from
 Individuals/Start-ups/ MSMEs/ Govt. Organizations/ Departments/ R&D
 Institutions/Universities/Educational Institutions/Large Industries**

Sl No.	Item	Professional Charges (Rs)	Statutory fees (Rs.)	Total Charges (Rs.)
1.	Drafting and filing application for the Registration of Industrial Designs			
2.	Preparing and filing request for search			
3.	Preparing and filing Response to the Objections/ Examination Report for Industrial Designs			
4.	Preparing and filing Response to the Opposition against application for Design registration			
5.	Filing application for registration of a document in the Register Design			
6.	Preparing and filing application for the Restoration of Designs			
7.	Preparing and Filing Petition for cancellation for Registration of Design.			
8.	Preparing and Filing application for extension of time for filing priority document			

9.	Attending hearing at the Designs Wing, Kolkata			
10.	Preparing and Filing Written submission of hearing			
11.	Preparing and Filing application for rectification of Register			
12.	Handling issues with regard to the Infringement of Industrial Designs			
13.	Please furnish any other relevant services related to prosecution of Designs, not covered above in the schedule, along with the charges. (Please add additional rows for each such service)			

Note:

- The documentation/stationery expenses in connection with the preparation and processing of Industrial Design applications and GST/ applicable Govt. taxes shall be included in the charges. No extra amount in the Professional charges over and above the quoted amount shall be paid.
- The Statutory fees will be based on the prevailing rate. Subject to change based on revision by the Government.

Signature:

Name and Designation:

Date:



Kerala State Council for Science, Technology & Environment
Sasthra Bhavan, Pattom, Trivandrum.

**Charges (E-filing) for processing the Geographical Indications applications from
Associations, Societies, Govt. Organizations/ Departments**

SI No.	Item	Professional Charges (Rs)	Statutory fees (Rs.)	Total Charges (Rs.)
1.	Preparing and Filing Application for the Registration of GI for goods in one class			
2.	Preparing and Filing Application for the Registration of GI for goods in different classes			
3.	Preparing and filing response to the Objections/ Examination Report			
4.	Preparing and filing response to the Opposition against GI registration			
5.	Preparing and Filing application for the Registration of an authorized user			
6.	Preparing and Filing application for Renewal/ Restoration of GI			
7.	Preparing and Filing application for Renewal of authorised user			
8.	Field visit in connection with the preparation of Application for GI Registration			

9.	Preparing and Filing application for review of Registrar's decision			
10.	Preparing and Filing application for Extension of time			
11.	Attending to Consultative Group discussions			
12.	Attending hearing at the GI Registry, Chennai			
13.	Preparing and Filing Written submission of hearing			
14.	Handling issues with regard to the Infringement of GI			
15.	<p>Please furnish any other relevant services related to prosecution of GI, not covered above in the schedule, along with the charges.</p> <p>(Please add additional rows for each such service)</p>			

Note:

- The documentation/stationery expenses in connection with the preparation and processing of GI applications and GST/ applicable Govt. taxes shall be included in the charges. No extra amount in the Professional charges over and above the quoted amount shall be paid.
- The Statutory fees will be based on the prevailing rate. Subject to change based on revision by the Government.

Signature:

Name and Designation:

Date:



**Kerala State Council for Science, Technology & Environment,
Sasthra Bhavan, Pattom, Trivandrum.**

**Charges (E-filing) for the processing of IC Layout Design applications from
Individuals/Start-ups/ MSMEs/ Govt.Organizations/ Departments/ R&D
Institutions/Universities/Educational Institutions/Large Industries**

Sl No.	Item	Professional Charges (Rs)	Statutory fees (Rs.)	Total Charges (Rs.)
1.	Preparing and Filing application for Layout Design Registration			
2.	Preparing and filing Response to the Objections/ Examination Report for Layout Design			
3.	Preparing and filing Response to the Opposition against Layout Design application			
4.	Filing application for Extension of time			
5.	Filing for Cancellation of the Entry of a Registered user of Layout Design			
6.	Filing Request for Certificate of the Registrar			
7.	Attending Hearing at the IC Layout Design Registry, New Delhi			
8.	Preparing and Filing Written submission of hearing			

9.	Handling issues with regard to the Infringement of IC Layout			
10.	<p>Please furnish any other relevant services related to prosecution of IC Layout Designs, not covered above in the schedule, along with the charges.</p> <p>(Please add additional rows for each such service)</p>			

Note:

- The documentation/stationery expenses in connection with the preparation and processing of IC Layout Design applications and GST/ applicable Govt. taxes shall be included in the charges. No extra amount in the Professional charges over and above the quoted amount shall be paid.
- The Statutory fees will be based on the prevailing rate. Subject to change based on revision by the Government.

Signature:

Name and Designation:

Date:



**Kerala State Council for Science, Technology & Environment,
Sasthra Bhavan, Pattom, Trivandrum.**

**Charges (E-filing) for the processing of Plant variety protection applications from
Individuals/Start-ups/ MSMEs/ Govt. Organizations/ Departments/ R&D
Institutions/Universities/Educational Institutions/Large Industries**

Sl No.	Item	Professional Charges (Rs)	Statutory fees (Rs.)	Total Charges (Rs.)
1.	Drafting and Filing application for authorization/registration of new and extant variety			
2.	Filing application of Opposition / Counter Statement			
3.	Filing application for Request of Extension of Time			
4.	Filing for Renewal of Registration			
5.	Filing application for Variation/Cancellation of the term of Registration			
6.	Filing application for Grant of Compulsory License			
7.	Filing application for revocation of Compulsory License			
8.	Drafting and filing Statement of Opposition			
9.	Filing Application to Revoke Certificate of Registration			
10.	Filing Application of Intention to Attend Hearing			
11.	Filing Application for Cancellation or Change of Certificate of Registration of a plant variety			

12.	Drafting and Filing application for Claiming Compensation			
13.	Filing for benefit sharing			
14.	Filing Application to Surrender the Certificate of Registration of a Plant Variety			
15.	Preparing and Filing Application for Registration of Farmers' variety			
16.	Preparing and Filing Application for Registration of essentially derived variety (EDV) Variety			
17.	Attending Hearing at the Protection of Plant Varieties & Farmers' Rights Authority, New Delhi			
18.	Preparing and Filing Written submission of hearing			
19.	Handling issues with regard to the Infringement of Plant varieties			
20.	Please furnish any other relevant services related to prosecution of applications for plant variety protection, not covered above in the schedule, along with the charges. (Please add additional rows for each such service)			

Note:

- The documentation/stationery expenses in connection with the preparation and processing of Trademark applications and GST/ applicable Govt. taxes shall be included in the applications for Plant variety protection/farmers' rights. No extra amount in the Professional charges over and above the quoted amount shall be paid.
- The Statutory fees will be based on the prevailing rate. Subject to change based on revision by the Government.

Signature:

Name and Designation:

Date:



Kerala State Council for Science, Technology & Environment
Sasthra Bhavan, Pattom, Trivandrum.

**Professional Charges for providing services with regard to Trade secrets, from
Individuals/Start-ups/ MSMEs/ Govt. Organizations/ Departments/ R&D
Institutions/Universities/Educational Institutions/Large Industries**

Sl No.	Item	Professional Charges (Rs)
1.	Drafting Non-Competition Agreement and Employee Confidentiality Agreement	
2.	Preparing Non-disclosure Agreement	
3.	Preparing Invention Assignment Agreement	
4.	Drafting and preparing Injunction Relief Agreement	
5.	Preparing Post Employment Agreement	
6.	Please furnish any other relevant services related to the protection of Trade secret, not covered above in the schedule, along with the charges. (Please add additional rows for each such service)	

Note:

- The documentation/stationery expenses in connection with the preparation of documents in connection with trade secrets and GST/ applicable Govt. taxes shall be included in the charges. No extra amount in the Professional charges over and above the quoted amount shall be paid.

Signature:

Name and Designation:

Date: