

INTELLECTUAL PROPERTY(IP) MANAGEMENT CELL
INTERNAL QUALITY ASSURANCE CELL (IQAC)
JAMIA HAMDARD, NEW DELHI – 110062

14 Nov., 2024

Subject: EMPANELMENT OF PATENT FACILITATING AGENT/PATENT ATTORNEY

Jamia Hamdard wishes to set up a panel of attorneys to undertake Intellectual Property protection activities on their behalf. Interested attorney firms should have good experience in handling patent cases and may submit their quotations.

Eligibility criteria

1. Firm should be at least five years old in the business of IPR on 30th Nov., 2024; especially in the area of patents
2. The firm should have filed good number of patent applications in the last five years

The duly filled application form and the quotations for the following sealed in envelope should reach the address address by 05 Dec., 2024.

Envelope may be super scribed as “Quotations for Patent Attorney Empanelment” and addressed to

The Director, R&D Cell
Jamia Hamdard
Hamdard Nagar
New Delhi-110062.

The call for application alongwith the application form for panel of attorneys should be uploaded on University Website so that the interested firm can apply for the same.

Professor Javed Ali
I/C IP Management Cell Jamia Hamdard

Application form

(Empanelment of IPR Attorney firm for Jamia Hamdard)

- 1) Name of the firm :
- 2) Address of the firm:
- 3) Offices of the firm in India:
- 4) E.mails & Landline nos. of the Firms:
- 5) Mobile Nos. of the contact persons:
- 6) Date of registration of the firm:
- 7). Number of IP applications handled in the last five years

Intellectual property form	Applications filed	Applications prosecuted	Granted
Patent a. Indian b. Foreign			
Trademarks			
Copyrights			
Designs			
New plant variety			
Geographical indications			
IC – layout design			

8. Any other pertinent information you would like to supply

5. Quotations for Professional/Financial charges for the period of 03 years (Excluding Govt. Fee)

I. Indian Patents

Filing Stage

- a. Draft and file the application with **provisional specifications** along with all necessary forms. **(Inclusive of Patentability Searching**, Drafting Specification, making drawings/illustrations, preparing and filing form)
- b. Draft and file the application with **complete specifications after filing provisional specifications** with all necessary forms **(Inclusive of Patentability Searching**, Drafting Specification, making drawings/illustrations, preparing and filing form)

- c. Draft and file the application with **complete specifications** in the first instant along with all necessary forms
(**Inclusive of Patentability Searching**, Drafting Specification, making drawings/illustrations, preparing and filing form)
- d. Filing early publication request

Examination stage

- e. Filing examination request for Patent application
- f. Drafting response to FER
- g. In the case of Hearing
- h. Renewal /Annuity Stage

Declaration

We as IPR attorney firm; wishes to be on the panel of IPR attorneys of Jamia Hamdard. We are enclosing the quotations in envelope along with this application.

Information provided in application and quotation are true/correct to best of our knowledge.

Signature with seal and date