

GAIL (INDIA) LIMITED



EXPRESSION OF INTEREST (EOI)

for

**ENLISTMENT OF IPR CONSULTANTS FOR PROVIDING IPR
CONSULTANCY SERVICES FOR CORPORATE R&D DEPARTMENT**

**EOI DOCUMENT NO.:
GAIL/NOIDA/R&D/IPR CONSULTANT
ENLISTMENT/2023**

DATE: 16th August 2023



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1. **INTRODUCTION**

GAIL (India) Limited ("GAIL") is India's leading Natural Gas Company with presence along the entire natural gas value chain comprising Exploration & Production, LNG imports, Gas Transmission & Marketing, Gas Processing, Petrochemicals, LPG Transmission and City Gas Distribution. GAIL is listed on the National Stock Exchange of India, the Bombay Stock Exchange and the London Stock Exchange (in the form of GDRs) with the market capitalization of more than Rs. 50,000 crores.

For additional information on GAIL, please visit <https://www.gailonline.com>

2. **BRIEF ABOUT EOI**

GAIL is carrying out various R&D projects in collaboration with premier academic institutes/CSIR labs across the country related to identified various thrust areas in its existing and future businesses. GAIL invites R&D Proposals from various Engineering Institutes and CSIR Laboratories in these Thrust Areas. The R&D Proposals are screened for their suitability and relevance to GAIL and the selected R&D Proposals are pursued. At present, GAIL is pursuing over 20 R&D projects and completed 50 R&D projects in its various Business Areas. The ongoing R&D Projects are at various stages of execution and the options to secure IPR are being evaluated at different stages.

3. **SCOPE OF WORK**

GAIL intends to engage a Firm for providing consultancy services to help in its quest for securing IPR for its on-going as well as new R&D Projects. The Scope of Work (SOW) of the Consultant, interalia, include the following:

i) **Review of R&D project proposals at selection stage for patentability/prior art search:**

GAIL shall provide a brief synopsis of the new R&D Project Proposals. This shall include the objective, technology details, deliverables, work plan, etc. The Consultant firm shall gather information on the on-going R&D Activities on the subject Area/Topic. This will involve gathering information on (i) Companies/Institutes engaged in R&D in this subject Area/Topic, (ii) No. of Patents being filed, (iii) Quantum of publications etc.

This Patentability Search Analysis shall help GAIL to know the importance being attached to this R&D subject by other Companies / Institutions. This will also help in analyzing the possibility of getting IPR in the subject Area by ascertaining the Research potential.

ii) **Review of awarded R&D projects for patentability/prior art search**

GAIL shall provide brief synopsis of the ongoing R&D Project(s). This shall include the objective, work plan, methodology, details of work carried out and deliverables. The Consultant firm shall carry out an exhaustive Prior Art / Novelty Search to ascertain the Patents - Granted and Applied in the relevant Area. This shall include both Indian and International Patent Search. The Consultant firm shall scan the database of Indian Patent Office (IPO), Thomson Innovation, Espacenet, USPTO, European Patent Office (EPO), WIPO, Clarivate & Non-patent databases like IEEE explore, SCIRUS, Scopus, Google Scholar, Google Internet based Search and any



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other relevant database. The Consultant firm shall also study the relevant Patents in detail to understand the specific Inventions that have been patented. The Consultant firm shall analyse the above w.r.t. the work being carried out in GAIL's Project and identify the gaps available in which IPR could be secured.

iii) **Review of IP Application**

IP Protection in GAIL's Projects is normally kept in the scope of the partnering Institute/lab carrying out the R&D work. The Principal Investigator (PI) carrying out the R&D work shall prepare a technical write-up for its Patent Attorney for preparing the IP Application. Such technical write-up shall contain information on Prior Art, Work carried out in the Project, Results Achieved and the Claims towards Novelty. The Institute's Patent Attorney shall prepare a draft IP Application based upon the technical write-up provided by its faculty. GAIL shall provide a copy of the above draft IP application also to the Consultant firm. The Consultant firm shall carry out a thorough review of the draft IP Application to ensure that it properly highlights the essential elements of the inventions and makes a fit Case for establishing the Novelty. The Consultant firm shall maintain a close coordination with the respective scientists/faculties and may also require traveling to the respective Institute/lab in India for detailed discussions.

All the parts of the IP Application viz. specifications, claims, drawings etc. shall be reviewed by consultant firm. The following shall be considered and reviewed in detail:

- a. The Claims should properly cover the inventions, un-desirable claims are not made, all possible uses of the invention are mentioned, and the claims are not limiting the invention.
- b. The specifications should provide proper and detailed description of all the steps/elements of the Invention.
- c. The drawings provide proper illustration of the procedure, methodology, experimental set-up etc. as is required for providing due clarity.

iv) **Technology / Inventor search:**

GAIL shall provide a specific Technology area of interest or an Inventor's name for extensive search to be carried out to find the Patents/prior art available in the specific technology or inventor. The Consultant firm shall gather information on the specific technology/inventor. This will involve gathering information on (i) Companies/Institutes/Labs engaged in R&D in this subject Area/Topic, (ii) No. of Patents being filed, (iii) Quantum of publications, conference proceedings etc.

This search analysis shall help GAIL to know the importance being attached to the R&D subject by other Companies / Institutions/Labs. This will also help in analyzing the possibility of pursuing Research in the subject Area by ascertaining the Research potential.

v) **Services towards the Indian Patent filing and securing for GAIL**

Scope of work includes tracking GAIL's awarded and applied patents, Copyrights, design patents and submit a detailed report on quarterly basis to GAIL on the status



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of GAIL's IP database and required action to be taken on each case. Presently GAIL is holding 50 patents, copyrights.

vi) **Services towards the Indian Patent filing and securing patent for GAIL:**

Services include application drafting, filing, defending, follow-up, FER reply and securing the patent grant. Separate rates may be quoted for each activity involved from patent drafting to grant stage. The activities are as under:

- Drafting first provisional specification.
- Filing of provisional specification as such.
- Drafting of complete specification after provisional.
- Filing of complete specification as such after provisional specification as such
- Drafting directly complete specification (without provisional application)
- Filing of complete specification directly as such.
- Filing normal request for examination
- Filing expedite request for examination.
- Filing request for early examination (this is generally required when filing request for expedite examination)
- Reporting First examination report (office action) without comments, receiving technical inputs from inventors, drafting the reply to FER and submitting to IPO.
- In case of delayed submission of response to FER, services for filing time extension request at IPO.
- Attending hearing and filing written submission (cost involved only if hearing is issued)
- Reporting grant of patent.



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3.1. Basic details of this EOI:

Pre-EOI submission meeting Date & time	7 th September 2023, 3:00 PM-5:00PM
Pre-EOI submission meeting link	https://teams.microsoft.com/l/meetup-join/19%3ameeting_NzJmNDZiMzUtYzYwNy00NDhlLTg1MzUtODZiYjgyYzc3ZDcx%40thread.v2/0?context=%7b%22Tid%22%3a%22288eb95d-efee-416f-b87b-0470a90e53e9%22%2c%22Oid%22%3a%229144d674-7c6a-418f-bf7a-824295fa59c9%22%7d Meeting ID: 484 244 518 071 Passcode: AuGnf3
EOI submission mode	Through E-mail: cor&d@gail.co.in
date & time for closing of EOI	25 th September 2023, 5:00 PM
EOI Validity	6 months from the closing date of EOI



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INVITING APPLICATIONS FOR ENLISTMENT OF CONSULTANTS FOR “IPR CONSULTANCY SERVICES FOR CORPORATE R&D DEPARTMENT”

Interested reputed Consultants experienced in IPR (Intellectual Property Rights) Consultancy services are invited to submit application in prescribed format along with necessary documents in support of their technical and financial capabilities in order to get enlisted for the said job.

The completed Application form along with attachments should be submitted in soft copy preferably in pdf format to email id: cor&d@gail.co.in within 30 days of publication of this EOI. Application received after the closing date will not be entertained. The size of email attachments should not be more than 15MB.

Consultants applying against the EOI will be shortlisted based on the technical and financial capabilities mentioned in the EOI. Shortlisted consultants will only be eligible to participate in the subsequent tendering process for engagement of IPR consultants for Corporate R&D services. The shortlisted consultants will be enrolled in GAIL's vendor list for a period of 2 years. Shortlisting of IPR consultants for enlistment shall be done purely based on meeting the prequalification requirements mentioned in the EOI and decision taken by GAIL in shortlisting the consultants shall be final and firm. No queries will be entertained by GAIL regarding the clarifications on rejection of applications.

Prequalification requirements for shortlisting of IPR consultants and application format are mentioned in the following sections. Detailed Scope of Work, Schedule of Rates, Evaluation Methodology, Bid Evaluation Criteria etc. will be intimated during the subsequent tendering process.



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APPLICATION FOR ENLISTMENT OF IPR CONSULTANTS

1	Name of Consultant firm	
2	Address of Consultant firm	
3	Date of incorporation / registration of firm	
4	Designated Person of Communication with Job Title	
5	Address of Designated Person if different from above	
	e-mail address	
	Mobile Number	
	Landline Number	
	Fax Number	
	PAN number of firm	
	GST number of firm	
6	Pre-Qualifying Technical requirements (details of documents attached)	
7	Pre-Qualifying financial requirements (details of documents attached)	



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PRE-QUALIFICATION REQUIREMENTS

1.0 Technical

- 1.1 Consultant firm should have executed at least one single work order for providing Consultancy for Intellectual Property Rights (IPR) Services to a Government of India company/ IIT and CSIR labs/Public sector enterprises / Reputed Private companies in India or abroad, in the business areas of Oil/ Gas/ petrochemical/hydrocarbons/chemicals/energy sector during the last 05 years prior to the due date of EOI.

Documentary evidence in support of the same in the form of a work order copy shall be provided along with the application duly attested by CEO/MD/Authorized signatory of the company.

- 1.2 Consultant firm should have minimum five years presence in India. Minimum criteria of 5-7 years shall be reckoned from the date of this EOI.

Documentary evidence in the form of copy of registration certificate shall be provided along with the application duly attested by CEO/MD/Authorized signatory of the company.

- 1.3 Consulting firm must have at least 5 full time registered patent agents having exposure to oil& gas industry/petrochemical /hydrocarbons /chemical manufacturing industry /energy sector with academic qualification in BE/B. Tech/MTech/M.Sc./ME/MS/PhD on its payroll prior to the date of EOI. To support the above criteria firm is required to submit the Certificate from authorized Signatory of firm showing the current employment of patent agents with the firm.

2.0 Financial

The Consultant to be engaged through this EOI process shall be of sound financial standing. The average annual turnover of the Consultant firm in each of the three preceding financial years (i.e. 2019-20, 2020-21, 2021-22) shall be a minimum of Rs. 5 Lakhs per year.

Documentary evidence in the form of copies of audited balance sheet and statement of profit & loss account for preceding 3 years shall be provided along with the application duly attested by CEO/ Authorized signatory of the company.

3.0 General information:

Consultants whose application is not meeting the prequalification requirements mentioned above shall be rejected in the screening process and the tender document floated for the said job will not be shared to the agency. Decision of GAIL in this regard shall be final and binding and no representation or correspondences will be entertained.

Any canvassing on the part of the applicant will make the application liable for rejection. Subsequent to the above, a tender shall be issued based on QCBS method to prequalified Consultants based on their response to EOI.



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FORM I

FORMAT FOR THE COVERING LETTER

(To be submitted by the Applicant on its letterhead)

GAIL (India) Limited

B-35-36, Jubilee
tower, Sector-1,
Noida-201301

**Subject: Expression of Interest for EOI DOCUMENT NO.:
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Dear Sir,

We, (Name of the applicant), having read, examined and understood in detail the Subject EOI, confirm that neither we nor any of our Parent Company/ Affiliate/ Ultimate Parent Company has submitted response other than this response directly or indirectly in response to the aforesaid EOI.

1. We give our unconditional acceptance to the EOI, issued by GAIL, including its amendments and/or clarification, if any, the receipt of which is hereby acknowledged. In token of our acceptance to the EOI, the same have been signed & stamped by us and enclosed to the response.
2. We have submitted our response strictly as per the provisions and formats of the EOI, without any deviations, conditions and without mentioning any assumptions or notes.
3. We hereby expressly waive any and all claims in respect of EOI process. We confirm that there are no litigations or disputes against us, which materially affect our ability to participate or function under the obligations with regard to EOI.
4. The information submitted in our response is complete, strictly as per the requirements stipulated in the EOI and is correct to the best of our knowledge and understanding. We would be solely responsible for any errors or omissions in our response.
5. We confirm that all the terms and conditions of our response are valid for acceptance for a period of six (06) months from the response Deadline.

Date:

Place:

(SIGNATURE)

(NAME AND DESIGNATION OF AUTHORISED PERSON)

(Seal of Company)