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Tender for Patent Filing Automation Software

The Indian Institute of Technology Kanpur is a hub of research and innovation.

SIDBI Incubation and Innovation Centre (SIIC) plays a vital role in preserving this knowledge in the form of Intellectual Property. It acts as a Technology Transfer Office of the Institute and provides professional aid to the IITK Faculty and students for filing patents and copyrights.

To make the Patent filing fast SIIC plan to implement a user-friendly, secure, fast, and robust automation system that will connect Dean R&D, SIIC Office and faculty & students.

We plan to automate all the processes, the major features required are

1. Complete lifestyle management of filing of Patent from inception/concept to renewal.
2. Customizable workflow through GUI- without programming.
3. Based on open source web technology.
4. Integration with Microsoft office for email and calendar.
5. Task Tracking and time taken to complete task to optimize process.
6. SMS integration for alerts.
7. Compatible with latest security standards.
8. Including 5 years customization & upgrades, post warranty support

Additional Features:

1. The automation system should run efficiently and seamlessly and be deployable on all platforms (Windows, Linux, Mac, etc.). For users, UI should work on all common browsers like Internet Explorer, Firefox, Chrome, Safari, etc.
2. The number of students, faculty, and staff could double over the years. The software should be scalable for such expansion.
3. Automation software should provide seamless services on mobile and handheld devices.
4. The vendor should provide complete database schema and access to raw data, so that in the event IITK decides to change the automation software in part or whole, the existing data can be easily updated and seamlessly ported to the new software to allow for future maintenance and updates in case of any eventuality as patent process are long running process.
5. The vendor must share the source code of application software.
6. Digital signatures should also be implemented.
7. Data flow from various modules should be seamless and the updated data must be visible to all the concerned personnel

8. Data security, Data integrity and Information security: only the concerned authority or user should see the relevant data; access -4- permission at all levels; role based authentication and access at various level such as application, module, form and fields.
9. The solution must be to make the process paperless as much as possible.
10. We would need to port all our existing databases to the new system. The porting to the new system should be smooth and error free and included in the quotation.
11. The solution should be accessible from outside.
12. Feedback/acknowledgments through Email/ SMS /Mobile .
13. Regular backup and recovery of the complete database and application software. Complete protection against data losses.
14. The support system should be available 24x7.
15. Training of two personals- onsite training.

Model of Engagement

1. SIIC would need the vendor to use a managed services model for the above systems for a period of five years from date of go-live. In particular, the vendor must provide automation software installation, commissioning, hardware and software maintenance, regular backup module, and complete support for the five years after go-live by a dedicated onsite team. Managed services will also include providing software licenses, hardware, bug fixing, enhancements, upgrades, functional and technical training of SIIC personnel, and other related activities
2. Bug fixing, feature enhancement and higher-level support may be provided through offsite backend.
3. SIIC expects the complete automation to go live with 3-4 weeks after the order has been awarded.
4. The vendor will take the end-to-end ownership as a single point contact to ensure smooth functioning of the IT operations by providing requisite resources.
5. The solution be available as separate app for the Android, IOS and PC.

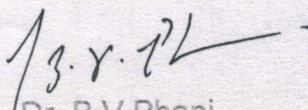
SIIC reserves the right to make any changes deemed suitable in the above process depending on the need.

Quotation should reach undersigned by 31 May 2015.

The Vendors are requested to send their detailed response to the following address:

Dr. B.V Phani

SIDBI Innovation and Incubation Centre IIT Kanpur, Kanpur- 208016



Dr. B.V Phani
Coordinator