

Terms of Reference

Name of the assignment:

Consultancy Services for Innovate in India program entitled “Industry-Academia Collaborative Mission for Accelerating Early Development for Biopharmaceuticals-Innovate in India (i3) Empowering biotech entrepreneurs & accelerating inclusive innovation”.

Introduction:

Department of Biotechnology, (DBT) Ministry of Science & Technology has initiated the above-mentioned mission in partnership with co-funding through a World Bank loan. The program known as i3 program aims to enable and nurture an ecosystem for preparing India’s technological and product development capabilities in biopharmaceuticals (including vaccines, biologics) to a level that will be globally competitive over the next decade.

This scientifically driven enterprise, aims to support development of specific affordable biotechnology products, bridging critical gaps in skill and infrastructure, enhancing clinical capacity, promoting product oriented development, building functional institutional framework for inter-disciplinary and inter/intra institutional collaborations within and across academia and industry involving national and global experts.

The program is being implemented by a National Biopharma Mission, Project Management Unit (PMU) of Biotechnology Industry Research Assistance Council (BIRAC), a govt of India enterprise.

Objective and Scope of the Services:

BIRAC intends to seek a Technology Transfer Consultancy Firm which will support the Project Management Unit in enabling and training the personnel at TTOs (Technology Transfer Offices).

The **Consultancy Firm for Enabling and Training Personnel at TTOs** will support the PMU in fulfilling the expectation of preparation of detailed project report for setting-up of Technology Transfer Offices (TTOs) at key biotech clusters, monitoring of TTOs, training of technology

transfer and IP Management professionals, auditing of TTOs, provide assistance for acquisition of technologies based on the national need.

The proposed Consultancy Firm will ensure the expected outcomes and impact of the TTOs established/supported under National Biopharma Mission. The expected outcome and impact would be:

- Creating a pool of skilled certified professionals
- Promoting Academic-Industry interactions and access of new technologies to academia and industry

Specific Tasks to be undertaken by Consultancy Firm for Enabling and Training Personnel at TTOs:

- i. Preparation of Detailed Project Report to outline the strategy for setting-up of TTOs in key biotech clusters:
 - a. Current status, landscaping in terms of requirement, location, model, human resources, infrastructure and other capacities required for establishing TTOs.
 - b. The social, economic and technical rationale of establishing the TTOs with specific reference to the total R&D output of Indian institutions/ organizations including universities.
 - c. Suggestion on best suited models, governing structure, scope of work and legal structures of TTOs for Indian ecosystem.
 - d. A comprehensive strategy for executing establishment of TTOs across the Country.
 - e. Highlight approximate budget requirements for the establishment of TTOs
 - f. Fundamental performance matrix to monitor the functioning of the TTOs
 - g. Policies and procedures that each TTO should have to promote for its sustenance.
 - h. Essential implementation elements including the evaluation criteria for selecting the existing or new R &D Institution, incubator, University, Regional Centres for

Innovations and Entrepreneurship OR Consortium of business Organizations for setting up of TTOs along with monitoring criteria

- ii. Training of Technology Transfer and IP Management professionals: Development of intensive, certified technology transfer training modules which would provide a broad primer as well as specific advanced training module to technology transfer professionals to address the critical skill gap.
- iii. Strategy framework for acquisition of technologies: Based on the need of the country, the Consulting services to provide strategy framework on acquiring or in-licensing of technologies from International Organizations that will involve Technology Scouting; conducting stakeholder meetings and identification of niche areas for technology acquisition;
- iv. Review and Monitoring of TTOs: Preparation of evaluation and performance monitoring framework and Timely review and monitoring the progress of TTOs;
- v. Any other associated activity in furtherance of effective Risk management of TTOs components under i3 program.

Expected Outcomes:

Consultancy firm for Enabling and Training Personnel at TTOs will assure PMU of National Biopharma Mission to define framework & guidelines for establishment of TTOs and their monitoring; and to generate a critical mass of skilled technology management Professionals through:

- 1. Detailed Project Report with recommendations on implementation framework for setting-up of TTOs in India**
- 2. Monitoring of TTOs:** Timely review and monitoring the progress of TTOs
- 3. Strategy framework for acquisition of technologies**
- 4. Creating a Pool of 15 Certified Technology Transfer Professionals**
- 5. Any other work related to establishment of TTOs, outreach and technology transfer activities**

Selection Method:- The manner of the consultancy firm for Enabling and Training Personnel at TTOs shall be on Fixed budget selection which cannot exceed INR 03 crores for

the duration of Five Years (03) from the Effective date of the engagement i.e not exceeding one crore per year.

Technical Eligibility Criteria for Consultants:

The proponent must possess below mentioned experiences and capabilities:

Technical requirements:

The experience, expectations of the team and the expected time commitment for each of the required expertise is mentioned below:

- **Senior Technology Transfer Professional:** Life Science/Engineering/Pharma Post Graduates/ higher equivalent degrees with experience of atleast 6 years dealing in technology transfer and commercialization. Certified Technology Transfer Professional will be preferred. The expected time commitment is about 2-3 days in a month.
- **Junior Technology Transfer Professional:** Life Science/Engineering/Pharma Post Graduates/ higher equivalent degrees with experience of atleast 2 years dealing in technology transfer and commercialization. Certified Technology Transfer Professional will be preferred. The expected time commitment is about 4-5 days in a month.
- **Senior IP Expert:** Life Science/ Engineering Post Graduates/ MBBS/ PhDs/ higher equivalent degrees with experience of atleast 6 years dealing in patent searches, drafting, filing, prosecution etc. The expected time commitment is about 2-3 days in a month.
- **Junior IP Expert:** Life Science/ Engineering Post Graduates/ MBBS/ PhDs/ higher equivalent degrees with experience of atleast 2 years dealing in patent searches, drafting, filing, prosecution etc. The expected time commitment is about 4-6 days in a month.
- **Business Development/Marketing Manager:** Life Science Graduates/Life Science postgraduates with MBA degree and with experience of atleast 6 in technology scouting, marketing, and liaising. The expected time commitment is about 6-8 days in a month.
- **Financial Expert:** Chartered Accountant with MBA degree with experience of atleast 6 years in technology and IP valuation. The expected time commitment is about 3-4 days in a month.

- **Senior Legal Expert:** LLB/ LLM/ PhD in Law with experience of atleast 8 years in preparing and reviewing the contracts, collaborative research agreements, technology license agreements, and other technology transfer related documents. The expected time commitment is about 3-4 days in a month.

The Organization/Team should have the following experience (within the boundaries of the technical areas defined above):

- Have active linkages and be engaged as partners with International Organizations, Public Research Institutions or the private sector, Government, and/or civil society organizations working for conducting Technology Transfer trainings and managing Technology Transfer Offices
- Experience in planning of technology acquisition strategies, setting-up of TTOs and monitoring of TTOs, report preparation and data analysis.
- The firm should be willing to provide for 'references', or contacts in client organizations willing to vouch for a bidder's performance upon request

Financial Requirements:

The Proponent should not have incurred any loss during the preceding two financial years. Please submit relevant balance sheets for reference.

Legal Requirements:

Consultant's may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications but are subject to the following eligibility criteria:

- The Consultant should be legal entity (Company or LLP incorporated or a JV having legal entity as members/Society/Not-for profit legal entity).
- The Bank permits consultants (firms, including Joint Ventures and their individual members) from all countries to offer consulting services for Bank-financed projects
- Furthermore, it is the Consultant's responsibility to ensure that its Experts, joint venture members, service providers, suppliers and/or their employees meet the eligibility requirements as established by the Bank in the Applicable Guidelines.

○ **Governing Contract:**

The consultancy services under the i3 will be governed in terms of the REOI, TOR, RFP and the Time Based Contract format of the World Bank.

○ **Governing Law:**

The RFP and the Time Based Contract /Agreement shall be deemed to be a contract made under, governed by and construed in accordance with the laws of India subject to exclusive jurisdiction of courts of Delhi. The Consultancy shall ensure full compliance of all applicable Indian/its own resident Laws and statutory regulations at its own cost for executing the present scope of work.