

## **Vacancy Announcement**

The University Business Linkage Cell/Technology Transfer Office of the Rajarata University of Sri Lanka is hiring an Intellectual Property Law Firm to handle the filling and management of IP of the Rajarata University of Sri Lanka initially for one year.

Interested consultants (Law Firms) are invited to apply for these positions by sending a completed attached application and CVs of the IP professionals at the firm along with the proposal, focusing on the qualifications listed in the Terms of Reference (TOR) below, via registered post to: Director-OTS, OTS Office, AHEAD Operation, Main Administration Building, Rajarata University of Sri Lanka, Mihintale on or before 08<sup>th</sup> September 2023.

Dr.WHMS Samarathunga  
Director  
University Business Linkage Cell  
Rajarata University of Sri Lanka  
Mihintale  
Contact: 0252 266 269

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TERMS OF REFERENCE

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**HIRING A LAW FIRM TO HANDLE PATENT AND OTHER INTELLECTUAL  
PROPERTY FILINGS**

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(AHEAD/RA3/UBL/RUSL/OVAA 10)

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THE ACCELERATING HIGHER EDUCATION EXPANSION AND DEVELOPMENT  
OPERATION (AHEAD) WITH WORLD BANK FUNDED PROJECT  
THE UNIVERSITY BUSINESS LINKAGE CELL  
**THE RAJARATA UNIVERSITY OF SRI LANKA**

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**1. BACKGROUND**

The development of the higher education sector is of central importance to enable Sri Lanka to make the transition from a Lower-Middle Income Country (LMIC) to an Upper Middle-Income Country (UMIC). Recognizing this, the Government of Sri Lanka (GoSL) and the World Bank have agreed to support the higher education sector through the World Bank Funded Accelerating Higher Education Expansion and Development (AHEAD) operation.

**2. THE UNIVERSITY BUSINESS LINKAGE CELL – THE RAJARATA UNIVERSITY OF SRI LANKA (RUSL)**

The establishment of the University Business Linkage (UBL) Cell is a necessary step in the implementation of the UGC Circular 10/2016 within the Rajarata University of Sri Lanka (RUSL). Accordingly, the main objective of the UBL cell is to act as the front door for corporations, directing businesses to the right resources at the University while linking potential researchers in the University to the industry for commercialization.

**3. SCOPE OF THE ACTIVITY**

The researchers of the RUSL have many commercializable projects and intellectual property (IP) emanating from such projects. Hence, the RUSL intends to obtain the services of a Law Firm to protect IP rights of the University including Intellectual Property Filing. The standard government IP filing charges to the Intellectual Property Office nationally or internationally will be borne by the UBL Cell - RUSL.

**4. ELIGIBILITY**

A Law Firm (consultant) of the Supreme Court of Sri Lanka. Eligible candidates with experience of more than five years in the relevant field of IP.

**5. PROJECT TYPE/TITLE OF ASSIGNMENT**

Legal Fees and Patent Fees / Hiring a Law Firm to handle Patent and other related Intellectual property filings of the Rajarata University of Sri Lanka

**6. EXPECTED TASKS**

This task adheres to achieve the following objectives within a one-year contract period. Below are the payment stages for the accomplishment of the task. Based on the results of the Tasks, UBL has the right to decide whether to continue the further steps.

Tasks	Rs.
Consultation meetings and IP Search report	30%
IP Filling Document Drafting	50%
Amendments to the filled IP Document	20%

\*Consultation meetings - At least two representatives (UBL and Research Team) from the University and two representatives from the Law firm should be present for a minimum of 15 minutes or at the completion of the objectives. Meetings will be preliminary online. According to the need, physical meetings will take place at the law firm. Law firms should attend to the meeting requests of the University within 48 hours of the request.

1. You are required to disclose your anticipated compensation for the fulfillment of a distinct category of Intellectual Property.

Type of IP	Fees
1. Patents	
2. Industrial Designs	
3. Trademarks	
4. Copyright Registrations	

2. Preparation of Deed of Assignment Documents of Intellectual Property when needed.

Service	Fees
Deed of Assignment preparation and filling	

3. Any other suggestive services related to the application and management of Intellectual Property by the Law Firm

Service	Fees

## 7. PAYMENTS

Payments shall be remitted subsequent to the proficient accomplishment and submission of each designated task, contingent upon the counsel provided by the Director of the UBL Cell and the Assistant Registrar for Legal & Documentation at Rajarata University of Sri Lanka

## 8. METHOD OF ADVERTISING

Dissemination via publication on the official website of the Rajarata University of Sri Lanka and notification to the bar association and additional Intellectual Property consultants, presently engaged with the UBL Cell of other academic institutions.

## 9. METHOD OF APPOINTMENT AND SELECTION

1. Proposals are invited through qualified consultants with the above qualifications.
2. All submitted proposals will be evaluated by the TEC and approved by the Vice Chancellor to select a suitable consultant to carry out the task.
3. The assignment will be valid for a one-year contract period with regard to the above-mentioned specified tasks
4. The conditions, other than financial, stipulated in the TOR could be modified with the consent of both parties during the implementation of this assignment

5. The contract will be awarded to the qualified firm based on recommendation of a University appointed TEC.

## **10. REQUIRED PROFESSIONAL COMPETENCIES AND EXPERIENCES**

1. The consultant should possess professional expertise, especially in handling patents and other IP applications in any field of technology
2. The prospective consultant should have done at least five similar kinds of assignments (including at least 02 patents) during last five years.
3. Ability to carry out key tasks effectively and efficiently.
4. Ability to interact with the Assistant Registrar – Legal & Documentation Division & UBL staff.
5. Ability to function effectively in a team environment inspiring trust and cooperation of other stakeholders and project team members.
6. Ability to meet deliverables within the stipulated time frame.
7. Effective communication in English, negotiating, and interpersonal skills.
8. Excellent command of office software and high computer literacy.
9. Notarial License - English and renewal certificate

## **11. REPORTING OBLIGATIONS**

The selected consultant will report to UBL Director & Assistant Registrar – Legal & Documentation Division OF Rajarata University of Sri Lanka

## **12. APPLICATION**

Applicants firm who meet the above criteria will send a company profile and CV with an application to **Director-OTS, OTS Office, AHEAD Operation, Main Administration Building, Rajarata University of Sri Lanka, Mihintale** on or before 08<sup>th</sup> September 2023 (10 days)